

# Arch MI Delegated Program Manual

## Introduction

Arch Mortgage Insurance Company and United Guaranty Residential Insurance Company (“Arch MI”) designed the Delegated Program to enable customers that agree to comply with **Arch MI’s Underwriting Requirements** (“Underwriting Requirements”) and the Master Policy to obtain mortgage insurance in just moments.

A key feature of the Delegated Program is that Arch MI will not have to review the customer’s mortgage insurance decision for loans that meet the Underwriting Requirements unless these loans are selected for review as part of our Quality Control process. The high quality of a customer’s mortgage originations, its underwriter training programs and quality control processes allow Arch MI to offer the customer delegated authority.

## Underwriting Requirements

All loans insured by Arch MI under the Delegated Program must be underwritten and approved by the customer holding the delegated authority. To be eligible to be insured by Arch MI, the loan must conform to the Underwriting Requirements, which can be downloaded from the Arch MI website. Arch MI reserves the right to review and modify these Underwriting Requirements in response to changing market conditions. If you have other loan programs or negotiated Agency guidelines, they must be reviewed and approved in writing by Arch MI prior to using your delegated authority for those loans. While Arch does not anticipate any non-compliance of Underwriting Requirements, any occurrence of non-compliance could have a negative impact on the mortgage insurance coverage, including rescission of coverage or curtailment of a claim.

The Delegated Program is not intended for all loans. Loans that do not meet the applicable Underwriting Requirements may still represent an insurable risk to Arch MI and may be submitted for consideration through Arch MI’s non-Delegated channel. Your Arch MI Account Manager can provide you more details regarding this process.

To contact our non-Delegated Underwriting Department by phone, call **877-642-4642**. To submit a loan to our non-Delegated underwriting department, upload it through Arch MI via **CONNECT**.

## Loan Submission/Commitment and Certificate of Insurance

To obtain an Arch MI Commitment and Certificate of Insurance (“Certificate”), you must notify Arch MI of your underwriting decision and the characteristics of the loan in conformity with the Underwriting Requirements using either of the following electronic media channels:

### 1. Online Origination Portal

**CONNECT** is Arch MI’s web-based MI origination application, which allows the user to originate MI Certificates and update the loan application if needed. Once you submit your request, you can view the Certificate in a matter of seconds. The Certificate can then be printed immediately from your computer.

**CONNECT** is NOT an automated underwriting system and will not produce or render an underwriting decision on a loan. It is only a vehicle to receive your approved loan information and issue the mortgage insurance Certificate based on the data supplied by you for loans in conformity with the Underwriting Requirements.

Please remember to update the data in **CONNECT** if there is a change to the loan prior to closing. Data integrity is extremely important because surcharges may apply for certain loans. If the data is not entered accurately, the mortgage insurance Certificate may not reflect the correct premium, which could result in a financial loss to you and the rescission of MI coverage.

Your Arch MI Account Manager will assist in getting your user ID and password and help you originate a loan using **CONNECT**.

## 2. Customized Electronic Data Interface

You may also submit your delegated requests to Arch MI electronically using Electronic Data Interface (EDI). If you are interested in setting up a custom delegated interface with Arch MI, please consult your Arch MI Account Manager.

**Important Note:** A delegated customer is required to gather and review the **entire loan package** before making the delegated determination of MI eligibility. The customer cannot commit Arch MI to the issuance of coverage without having confirmed, after gathering and reviewing all loan package documentation, that the loan qualifies for coverage under all applicable Underwriting Requirements.

## Rates

Arch MI's premium rates for mortgage insurance can be obtained by accessing RateStar<sup>SM</sup> from the Arch MI website.

## Quality Control

All loans that Arch MI insures are subject to selection by Arch MI's Quality Control department for a post-close audit. Arch MI has the right to request a complete copy of a delegated loan file at any time. It is the customer's responsibility to supply such copies in a timely manner.

Following Arch MI's approval of your delegated status, Quality Control will monitor the insured loan activity and conduct an audit of a sample of the first group of delegated loans submitted. We will also conduct ongoing periodic audits to ensure that loans submitted through the Delegated Program represent insurable risks. We undertake these reviews to determine compliance with Underwriting Requirements and the terms and conditions of Arch MI's Master Policy and applicable endorsements. A compliance goal of 95% or greater is required for continued participation by a customer in the Delegated Program.

## Contact

For more information, please call us at **877-642-4642** from 8 a.m. to 8 p.m. ET, Monday–Friday.