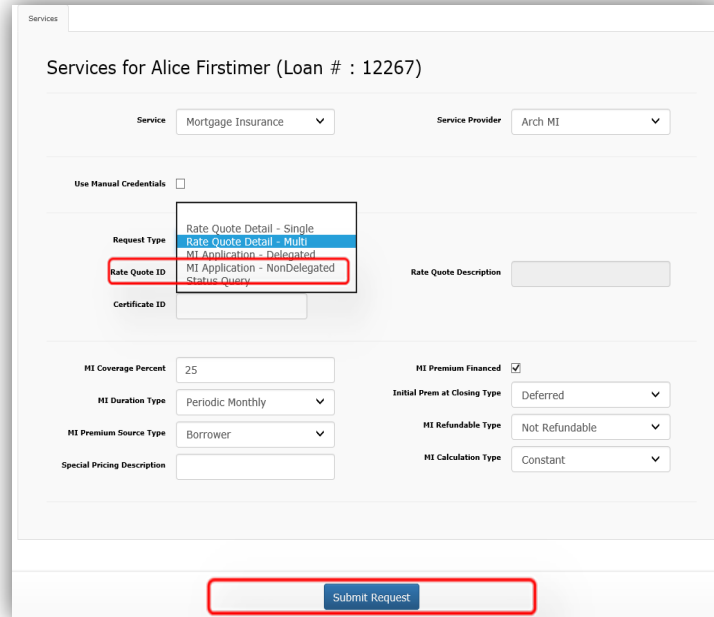


Order Non-Delegated MI from OpenClose's LenderAssist

Submitting a Non-Delegated MI Application.

1. In the **Request Type** field, select **MI Application – NonDelegated**.
2. Click **Submit Request**.
3. As OpenClose's LenderAssist™ transmits your MI application, upload the required documents to Arch MI's **CONNECT** website.
4. A Certificate ID will populate in the **Order Services** window.
5. Arch MI will notify you of the MI decision.
6. When approved, your Certificate information will populate in the **MI Certificate Info** window. OpenClose's LenderAssist will also store the Certificate in the eDoc Manager's Findings folder.



Services for Alice Firstimer (Loan # : 12267)

Service: Mortgage Insurance Service Provider: Arch MI

Use Manual Credentials:

Request Type: **MI Application - NonDelegated**

Rate Quote ID:

Rate Quote Description:

Certificate ID:

MI Coverage Percent: 25 MI Premium Financed:

MI Duration Type: Periodic Monthly Initial Prem at Closing Type: Deferred

MI Premium Source Type: Borrower MI Refundable Type: Not Refundable

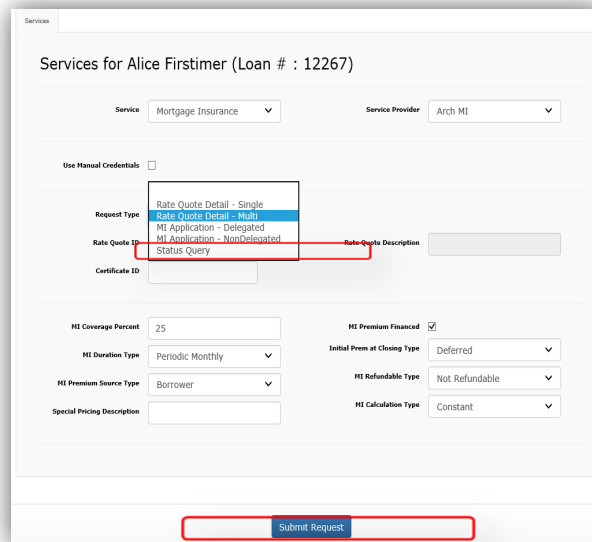
Special Pricing Description: MI Calculation Type: Constant

Submit Request

MI Certificate Info			
MI Certificate #:	77337700	MI Decision:	Approved
MI Certificate Exp:	7/18/2019	MI Lender Identifier:	13296-1-0

Accessing a Certificate

7. If you have a Certificate ID from an application that was submitted outside of OpenClose's LenderAssist or want to return to a previous version you ordered from within OpenClose's LenderAssist, you can retrieve the Certificate with these steps:
 - Open the **Order Services** window.
 - In the **Request Type** drop-down, select **Status Query**.
 - Manually enter the Certificate ID number.
 - Click **Submit Request**.



Services for Alice Firstimer (Loan # : 12267)

Service: Mortgage Insurance Service Provider: Arch MI

Use Manual Credentials:

Request Type: **Status Query**

Rate Quote ID:

Rate Quote Description:

Certificate ID:

MI Coverage Percent: 25 MI Premium Financed:

MI Duration Type: Periodic Monthly Initial Prem at Closing Type: Deferred

MI Premium Source Type: Borrower MI Refundable Type: Not Refundable

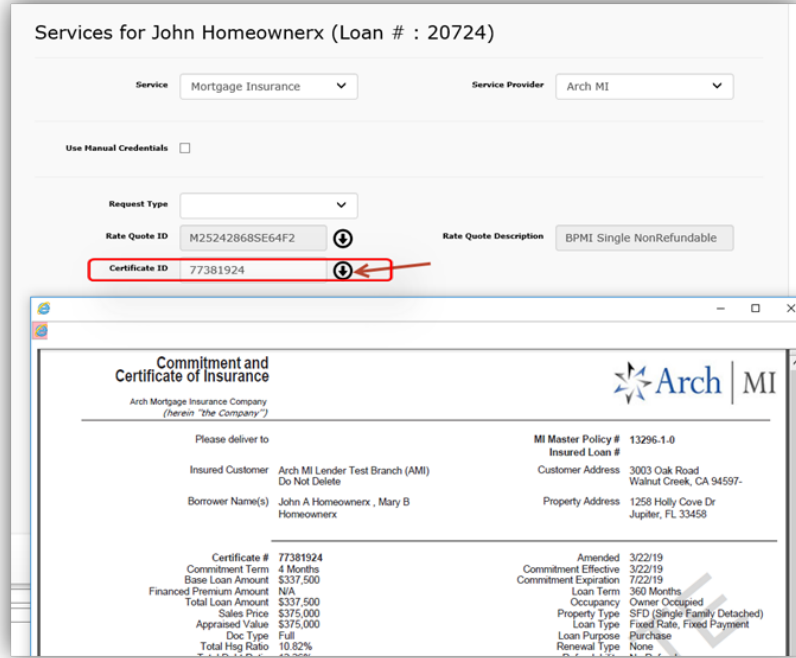
Special Pricing Description: MI Calculation Type: Constant

Submit Request

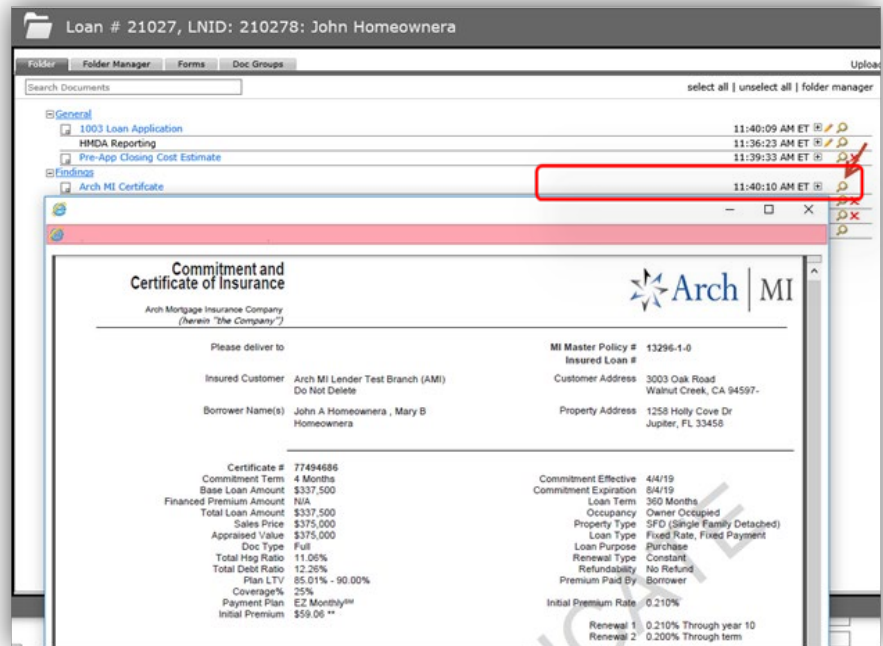
Viewing Your Certificate


The Certificate can be viewed in three ways:

1. From the **Order Services** window, click the **black arrow** to view your Certificate.



2. To view in the Manager's Findings Folder, click the **magnifying glass symbol**.



- On the MI Info page, click **MI Certificate** .

