

GET CONNECTED



Quick Guides – Order Choice Monthly MI Encompass Partner Connect™

Last Revised Date: 09/23/2025

1. Order Rate Quote

Navigate to the **MGIC: New Order** screen via MI Center.

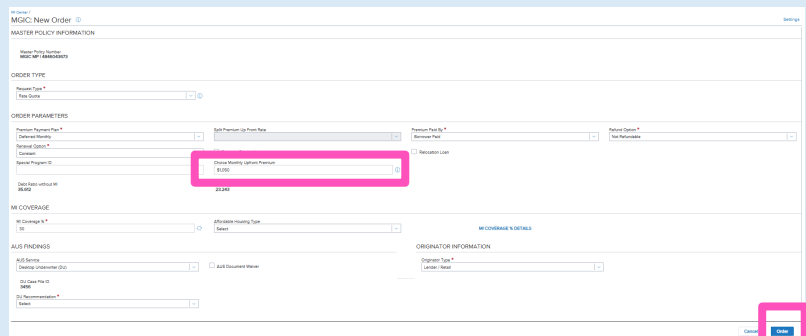
For Choice Monthly MI, select the following in **Order Parameters**:

- Premium Payment Plan – Deferred Monthly
- Premium By – Borrower Paid
- Refund Option – Not Refundable
- Renewal Option – Constant

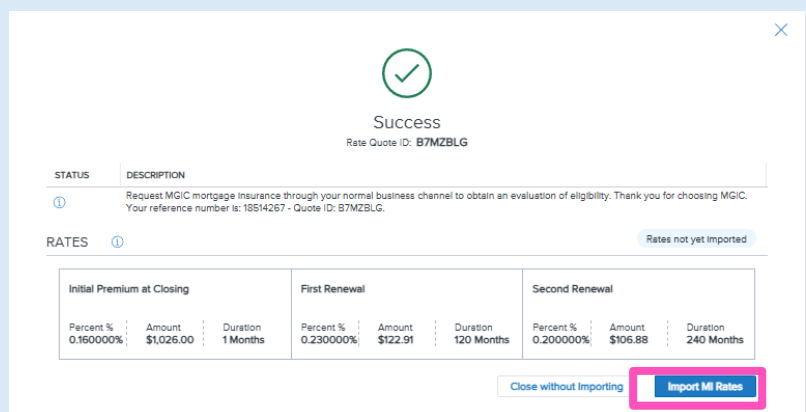
In **Choice Monthly Upfront Premium**, enter the desired amount.

Click **Order**.

Click **Import MI Rates** to import the MI premium rates.



The screenshot shows the 'MGIC: New Order' form. The 'ORDER PARAMETERS' section is expanded, and the 'Choice Monthly Upfront Premium' field is highlighted with a pink box. Other fields include 'Premium Payment Plan', 'Premium By', 'Refund Option', and 'Renewal Option'.



The screenshot shows a 'Success' dialog box with a green checkmark icon. The text reads: 'Success Rate Quote ID: B7MZBLG'. Below this is a table of rates for 'Initial Premium at Closing', 'First Renewal', and 'Second Renewal'. The table has columns for 'Percent %', 'Amount', and 'Duration'.

Initial Premium at Closing			First Renewal			Second Renewal		
Percent %	Amount	Duration	Percent %	Amount	Duration	Percent %	Amount	Duration
0.160000%	\$1,026.00	1 Months	0.230000%	\$122.91	120 Months	0.200000%	\$106.88	240 Months

Buttons: 'Close without Importing' and 'Import MI Rates' (highlighted with a pink box).

Rate Quote PDFs are stored in the eFolder and can also be viewed on the Active Order screen in the **DOCUMENTS RECEIVED** tab.

The screenshot shows the 'eFolder' interface with a menu bar containing 'eFolder', 'Documents', and 'Help'. Below the menu are tabs for 'Documents', 'Preliminary Conditions', 'Underwriting Conditions', and 'Post-Closing Co'. The 'Documents View' is set to 'Standard View'. A 'Document Group' dropdown is set to '(All Documents)'. A table titled 'Documents (1)' contains one entry:

Att	Fo	Name	Description
		MGIC MI Rate Quote	MGIC MI Rate Quote

The screenshot shows the 'Mortgage Insurance Center: Active Order' screen. The 'Rate Quote ID' is B7MZBLG. The 'DOCUMENTS RECEIVED (1)' tab is selected. The status is 'Success' and 'ACTIVE ORDER'. The following table displays the order details:

Type	Provider	Order Date	Order Request Method
Rate Quote	MGIC	07/10/2025 10:31 AM	Manual
Premium Payment Plan	Premium at Closing	Paid By	Refund Option
Periodic Monthly	Deferred	Borrower	Not Refundable
Renewal Option	Product Description	Premium Financed	
Constant	Borrower Paid Monthly	No	

2. Order MI

Navigate to the **MGIC: New Order** screen via MI Center.

For Choice Monthly MI, select the following in **Order Parameters**:

- Premium Payment Plan – Deferred Monthly
- Premium By – Borrower Paid
- Refund Option – Not Refundable
- Renewal Option – Constant

In **Choice Monthly Upfront Premium**, enter the desired amount.

Click **Order**.

Upon approval, rates are automatically imported into Encompass.

MGIC: New Order

MASTER POLICY INFORMATION

ORDER TYPE

ORDER PARAMETERS

MI COVERAGE

AUG FINDINGS

ORIGINATOR INFORMATION

ORDER

Approved
Certificate #: 60942990
Rate Import in Progress

STATUS	DESCRIPTION
✓	Thank you for your order! Your reference number is: 18514867 - Certificate Number: 60942990.

RATES

Initial Premium at Closing			First Renewal			Second Renewal		
Percent %	Amount	Duration	Percent %	Amount	Duration	Percent %	Amount	Duration
0.160000%	\$1,026.00	1 Months	0.260000%	\$138.94	120 Months	0.200000%	\$106.88	240 Months

MI Certificate PDFs are stored in the eFolder and can also be viewed on the Active Order screen in the **DOCUMENTS RECEIVED** tab.

Encompass eFolder

eFolder Documents Help

Documents Preliminary Conditions Underwriting Conditions Post-Closing

Documents View Standard View

Document Group (All Documents)

Documents (2)

Att	Fo	Name	Description
		MGIC MI Certificate	MGIC MI Certificate
		MGIC MI Rate Quote	MGIC MI Rate Quote

Mortgage Insurance Center: Active Order

Order #: 60942990

OVERVIEW **DOCUMENTS RECEIVED (1)** DOCUMENT UPLOADS (0)

Order Status: Approved

Type Delegated	Provider MGIC	Order Date 07/10/2025 04:55 PM
Premium Payment Plan Periodic Monthly	Paid By Borrower	Refund Option Not Refundable
Product Description Borrower Paid Monthly	Certificate Expiration Date 11/10/2025	Premium Financed No