# GET CONNECTED

## Total Quality Loan<sup>®</sup> (TQL) program by ICE Mortgage Technology<sup>™</sup> General Administrator Guide

Authorized users, such as Encompass<sup>®</sup> administrators, need to use the new Mortgage Insurance settings in Settings to enable and configure the type of orders being placed by their organization to MGIC. The Encompass administrator must also assign persona-level access to designated users for loan submissions to MGIC.

Note: This integration is supported in Encompass 18.3 and later versions.

1. Enable MGIC Mortgage Insurance Service	
<ol> <li>Enable MGIC Mortgage Insurance Service</li> <li>On the menu bar, click Encompass, then Settings.</li> <li>On the left panel, click Additional Services, then Mortgage Insurance Service.</li> <li>Click the MGIC tab and in the MGIC Service section, select Enabled.</li> </ol>	Mortgage Insurance Service Use the Mortgage Insurance Service settings to enable and configure order triggers for Arch, Essent, Genworth, MGIC, National MI and Radian. Mortgage Insurance Service MGIC Automation MGIC MI Service:  The Enabled Disabled

#### 2. Configure MGIC Mortgage Insurance Service

Use the **Coverage Percentage** panel to select a GSE default grid for populating the mortgage insurance coverage percentage on the loan. Values defined here will be the initial coverage percentage populated on the loan.

### Select Fannie Mae Standard Coverage or Freddie Mac Standard Coverage.

**Optional**: You may customize the MI Coverage Percentage by clicking View/Update Rates. After making changes, click OK.

Use the **Master Policy Numbers** panel to enter your MGIC Master Policy Number(s). The Master Policy Number is used to identify your organization; therefore, login credentials are not required for this service.

Coverage Percentage Select default. View/Update Rates Fannie Mae Standard Coverage Freddie Mac Standard Coverage HomeReady and Home Possible Coverage HFA Charter Coverage		Premium Paid By         Select the tens to appear in the drop down list         ☑         Borrower Paid         ☑         Lender Paid         Renewal Option         Select the items to appear in the drop down list		Select a default Borrower Paid ~ Select a default		
Master Policy	lumbers 💳		Branch Inform	ation 🗪		
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Policy Number	Description	Default	Branch ID	Branch Name	Defaul	

Use the Mortgage Insurance Service settings to enable and configure order triggers for Arch, Essent, Genworth, MGIC, National MI and Radian

#### You may choose to add **Branch Information**, but it is not required.

Configure order details and default values that display to users when they access the MI order window on a loan.

• If you select only one value, this will display as a static field

• If you select multiple values, they will display as a drop-down menu and users can choose from the values

•Use the **Select a default** column to identify the default display on the order window (optional). Defaults selected will be used if Automatic Ordering is enabled

• If a user updates this information on the MI order screen prior to placing an order on the



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Mortgage Insurance Service

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loan, the updated values will serve as the default on that loan for future orders.

### 3. Assign Persona-Level Access

Use the **Personas** panel to designate the personas eligible for MI order request types. Select an option from the drop-down list in the **Default** column for each Persona to designate the default value that will display in the order window. Then click the Save icon.

Personas (16)					19	
	Rate Quote	Delegated	Non-Delegated	Contract UW	Detaut	
						• *
	2	2	2	2	Rate Quote	
	9	2	2	2	Rate Quote	
		Rate Guste	Itate Oute     Itate Oute     Itate Oute     I     Itate Oute     I     I	Rate Quote     B Despated     B Non-Livergated     C     C     C     C     C     C     C     C     C     C     C     C     C     C     C     C	Rate Guide     Despated     Ren-Delegated     Description     Decompared     Decompared	Rate Outle      Despates     Rhon-Celegates     ContractUV     Venut     Venut

Note: For setup and configuration information for Automatic Orders, see *Ellie Mae TQL Automatic Ordering and Allocation Administrator Guide.*