

# Loan Center help: Order an MGIC MI Underwrite

## Order New Services

On the Loan Center home page, click *Order New MI*.

Order New MI

Select *Upload my loan documents...*

Click *Continue*.

To apply for mortgage insurance, choose one of the following options:

**Delegated MI:**

Enter my loan data.

Import my loan data (DU 3.2 file) from my Loan Origination System. ?

**MGIC MI Underwrite:**

Upload my loan documents to MGIC for MI underwriting. [Underwriting File Documentation Checklist](#)

Have an MGIC Quote ID? Enter it here. ?

**Continue**

Enter MI information.

Note: Common default values and your user preferences pre-fill many fields.

**MGIC Plan Information**

Premium Paid By <input type="text" value="Borrower-BPMI"/>	Premium Type <input type="text" value="Monthly"/>	Coverage <input type="text" value="25%"/>	Refund Option <input type="text" value="Non-Refundable"/>	Renewal Option <input type="text" value="Constant"/>
<small>Agency Coverage Requirements</small>				
Employee Relocation <input type="text" value="No"/>	Housing Finance Agency <input type="text" value="Not Applicable"/>	MGIC Program ID #1 <input type="text"/>	1st Mortgage Program <input type="text"/>	
<small>See MGIC Underwriting</small>				

Enter the borrower's last name and the loan number.

Select the type of review you are requesting and documents you are submitting.

Drag & drop or browse for your file(s). Upload documents you normally send.

Select a notification option.

Enter any special Loan File notes.

Click *Send Files*.

A message will display, indicating your documents have been sent successfully.

**Loan Documentation**

Borrower Last Name  Lender Loan Number

**Upload Document(s)**

What type of documents are you uploading?  
(Check all that apply)

Appraisal

Underwriting/Origination

Closing

Select Document(s) ?

Having trouble uploading? Try the Basic Uploader

**Drag & Drop Files Here, or**  
Select Files:  No files selected.

Notification Option ?

Email:

Fax:

No notification needed; I will retrieve my loan decision documents in the Loan Center.

File Handling Notes (Optional):

Character Count: 0 / 2000

NOTE: Changes to phone/fax number above will be only for this request. If you wish to change permanently, click [here](#) to access your Profile.

When applying for MGIC MI, MGIC will rely on the insurance Application data submitted for its MI decision. Verification Information is not reviewed or considered by MGIC in its insurance underwriting decision, but may be reviewed by MGIC after a loan is insured to verify the insurance Application information.

By submitting this application, it's implied that you agree to these [terms](#).

**Send Files**



For more information about using the Loan Center, contact [customer\\_service@mgic.com](mailto:customer_service@mgic.com) or 1-800-424-6442.  
If you have underwriting questions, contact your Underwriting Service Center, [mgic.com/contact](http://mgic.com/contact).

Login at [loancenter.mgic.com](http://loancenter.mgic.com)