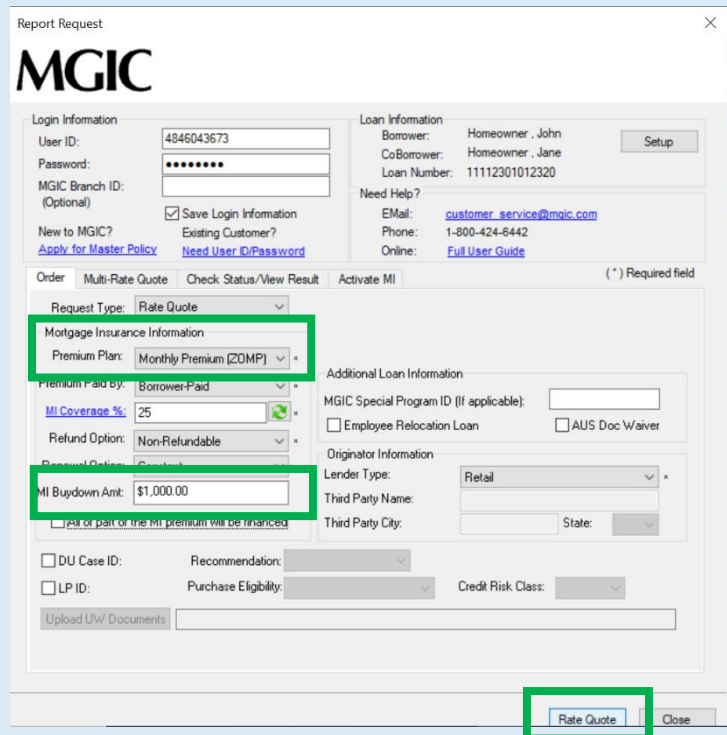


Quick Guide: Order **Choice Monthly MI** through Encompass[®]

Requesting a Choice Monthly MI Rate Quote in Encompass

1. Log into the MGIC Encompass[®] User Interface.
2. Under Mortgage Insurance Information, select **Monthly Premium (ZOMP)**.
3. The **MI Buydown Amt** field will appear.
4. Enter the desired Choice Monthly Upfront Amount.
5. Click **Rate Quote**.
6. A pop-up will appear to display the **Upfront Amount and Rate** as well as **Monthly Rate**.
7. Click **Import Fees** to import the MI premium information into the MIP/PMI Guarantee Fee Calculation screen, Loan Estimate and Closing Disclosure.



Report Request

MGIC

Login Information
 User ID: 4846043673
 Password: *****
 MGIC Branch ID: (Optional)
 Save Login Information
 Existing Customer?
[Apply for Master Policy](#) [Need User ID/Password](#)

Loan Information
 Borrower: Homeowner, John
 CoBorrower: Homeowner, Jane
 Loan Number: 11112301012320
 Need Help?
 Email: customer_service@mgic.com
 Phone: 1-800-424-6442
 Online: [Full User Guide](#)

Order: Multi-Rate Quote | Check Status/View Result | Activate MI (*) Required field

Request Type: Rate Quote

Mortgage Insurance Information
 Premium Plan: Monthly Premium (ZOMP)
 Premium Paid By: Borrower-Paid
 MI Coverage %: 25
 Refund Option: Non-Refundable
 MI Buydown Amt: \$1,000.00

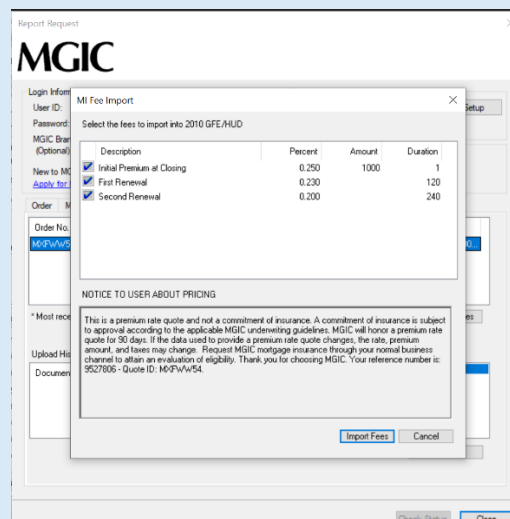
Additional Loan Information
 MGIC Special Program ID (If applicable):
 Employee Relocation Loan AUS Doc Waiver

Originator Information
 Lender Type: Retail
 Third Party Name:
 Third Party City: State:

DU Case ID: Recommendation:
 LP ID: Purchase Eligibility: Credit Risk Class:

Upload U/W Documents:

Rate Quote Close



Report Request

MGIC

Login Information
 User ID:
 Password:
 MGIC Branch ID:
 Save Login Information
 Existing Customer?
[Apply for Master Policy](#) [Need User ID/Password](#)

Loan Information
 Borrower:
 CoBorrower:
 Loan Number:
 Need Help?
 Email:
 Phone:
 Online:

Order: Multi-Rate Quote | Check Status/View Result | Activate MI (*) Required field

Request Type: Rate Quote

Mortgage Insurance Information
 Premium Plan:
 Premium Paid By:
 MI Coverage %:
 Refund Option:
 MI Buydown Amt:

Additional Loan Information
 MGIC Special Program ID (If applicable):
 Employee Relocation Loan AUS Doc Waiver

Originator Information
 Lender Type:
 Third Party Name:
 Third Party City: State:

DU Case ID: Recommendation:
 LP ID: Purchase Eligibility: Credit Risk Class:

Upload U/W Documents:

MI Fee Import

Select the fees to import into 2010 GFE/HUD

Description	Percent	Amount	Duration
<input checked="" type="checkbox"/> Initial Premium at Closing	0.250	1000	1
<input checked="" type="checkbox"/> First Renewal	0.200		120
<input checked="" type="checkbox"/> Second Renewal	0.200		240

NOTICE TO USER ABOUT PRICING

This is a premium rate quote and not a commitment of insurance. A commitment of insurance is subject to approval according to the applicable MGIC underwriting guidelines. MGIC will honor a premium rate quote for 90 days. If the data used to provide a premium rate quote changes, the rate, premium amount, and fees may change. Request MGIC mortgage insurance through your normal business channel to obtain an evaluation of eligibility. Thank you for choosing MGIC. Your reference number is: 2627806 - Quote ID: MGPVW54

Import Fees Cancel

Check Status Close

8. Rate quotes appear under the **Check Status/View Result** tab.
9. **Highlight the rate quote** and click **View** to view the rate quote PDF.
10. Rate quote PDFs are also saved to the eFolder.

Report Request

MGIC

Login Information
 User ID: 4846043673
 Password: [REDACTED]
 MGIC Branch ID: (Optional)
 Save Login Information
 New to MGIC? Existing Customer?
[Apply for Master Policy](#) [Need User ID/Password](#)

Loan Information
 Borrower: Homeowner, John
 CoBorrower: Homeowner, Jane
 Loan Number: 11112301012320
 Need Help? customer_service@mgic.com
 Phone: 1-800-424-6442
 Online: [Full User Guide](#)

Order Multi-Rate Quote **Check Status/View Result** Activate MI

Order No.	Order Date	Requested Service	Status	Paid By	%	\$
NC23wZZ	01-05-2023 09:08	Rate Quote *	Eligible	BorrowerPaid	0.250	\$100...

* Most recently imported [Upload Origination Documents](#) [Upload Post-Close Documents](#) [Import MI Rates](#)
[Document Upload Help](#)

Upload History:

Document Name	Comments	Date	Status
Rate/EligibilitySummary			

PDFs received

View

[Check Status](#) [Close](#)

Requesting a Choice Monthly MI Application in Encompass

1. Log into the MGIC Encompass® User Interface.
2. Under Mortgage Insurance, select **Monthly Premium (ZOMP)**.
3. Enter the desired Choice Monthly Upfront Amount.
 - a. If you already requested a Rate Quote, the Upfront Amount from that request will populate the MI Buydown Amt field.
 - b. If you are submitting a Rate Quote ID to be used for Honoring, make sure the MI Buydown Amt in the MI order matches the Upfront Amount on the Rate Quote PDF.
4. Click **Order**.

Report Request

MGIC

Login Information
 User ID: 4846043673
 Password: [REDACTED]
 MGIC Branch ID: (Optional)
 Save Login Information
 New to MGIC? Existing Customer?
[Apply for Master Policy](#) [Need User ID/Password](#)

Loan Information
 Borrower: Homeowner, John
 CoBorrower: Homeowner, Jane
 Loan Number: 11112301012320
 Need Help? customer_service@mgic.com
 Phone: 1-800-424-6442
 Online: [Full User Guide](#)

Order Multi-Rate Quote **Check Status/View Result** Activate MI (*) Required field

Request Type: Order Delegated MI

Mortgage Insurance Information
 Premium Plan: Monthly Premium (ZOMP) *
 Premium Paid By: Borrower-Paid *
 MI Coverage %: 25
 Refund Option: Non-Refundable *
 Renewal Option: Constant *
 MI Buydown Amt: 1000.00
 All or part of the MI premium will be financed

MGIC Rate Quote ID: NC23wZZ - 01-05-2023 09:08
 Additional Loan Information
 MGIC Special Program ID (If applicable):
 Employee Relocation Loan AUS Doc Waiver

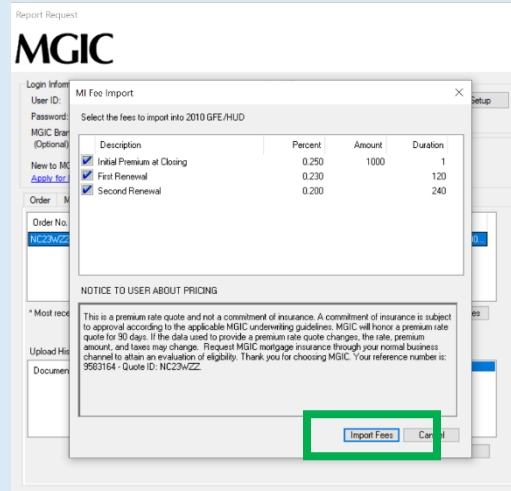
Originator Information
 Lender Type: Retail *
 Third Party Name:
 Third Party City: State: *

DU Case ID: Recommendation: Approve Eligible
 LP ID: Purchase Eligibility: Credit Risk Class:

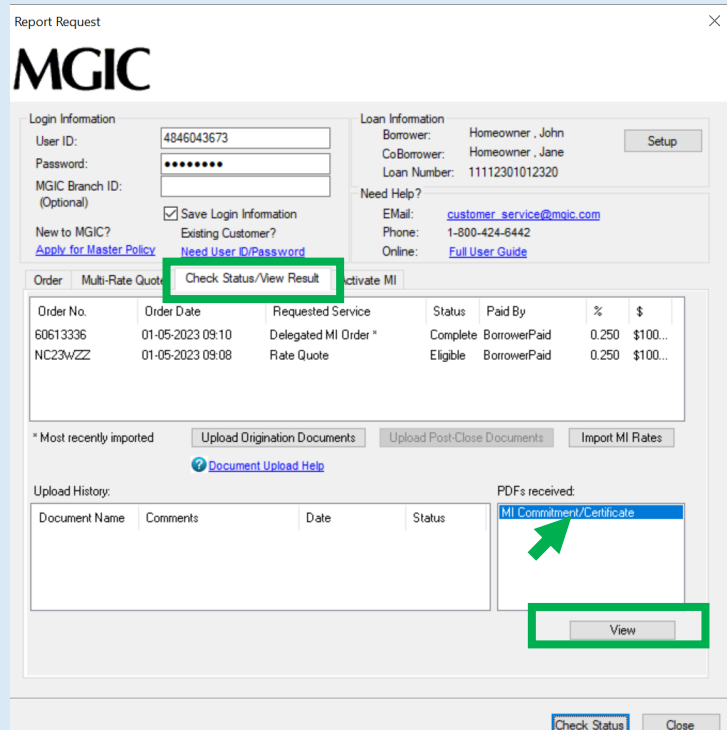
[Upload UW Documents](#)


Order [Close](#)

- A pop-up will appear to display the **Upfront Amount and Rate** as well as **Monthly Rate**.
- Click **Import Fees** to import the MI premium information into the MIP/PMI Guarantee Fee Calculation screen, Loan Estimate and Closing Disclosure.



- Commitment Certificates appear under the **Check Status/View Result** tab.
- Highlight the Commitment Certificate** and **click View** to view the PDF of the most recent Commitment/ Certificate.





See how Choice Monthly MI can open more doors for you and your borrowers at mgic.com/choice-monthly

