



United States  
Department of  
Agriculture

Rural Development



# CREDIT AND UNDERWRITING



*Guaranteed Underwriting System*



## Training Objectives

- Request Credit/Underwriting
- Credit Report Order Information
- Manually Downgrade Application
- Contact Information
- Conditional Commitment Recipients



# Credit and Underwriting

## Request Credit / Underwriting

**Select Request You Would Like to Submit:**

Select One

Request Credit Report

Request Credit Report and Underwriting Only (Preliminary Underwriting for pre-approval)

Request Underwriting Only (Preliminary Underwriting for pre-approval)

Request Final Underwriting and Submission to Rural Development



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# Credit and Underwriting: Lender Agent

## Request Credit / Underwriting

### Select Request You Would Like to Submit:

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Request Underwriting Only (Preliminary Underwriting for pre-approval)

Release Control of Application to the Lender



# Credit and Underwriting

## Request Credit / Underwriting

### Select Request You Would Like to Submit:

Request Credit Report and Underwriting Only (Preliminary Underwriting for pre-approval) ▾

### Complete items Below Before Submitting the Request for Credit Report

Check to auto populate the liabilities from the credit report.

To order new credit, select "New". To reissue credit, enter the reference number.

Joint	Borrower	New	Reference Number	Credit Status
<input checked="" type="checkbox"/>	Homeowner, John	<input checked="" type="checkbox"/>	<input type="text"/>	Unknown
<input checked="" type="checkbox"/>	Homeowner, Mary	<input checked="" type="checkbox"/>	<input type="text"/>	Unknown

Service Provider \*  ▾

Account Number \*

Password \*





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<input checked="" type="checkbox"/>	Homeowner, Mary	<input checked="" type="checkbox"/>	<input type="text"/>	Unknown

Service Provider \* Equifax  ▼

Account Number \*

Password \*



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To order new credit, select "New". To reissue credit, enter the reference number.

Joint Borrower New Reference Number Credit Status

Homeowner, John   Unknown

Homeowner, Mary   Unknown

Service Provider \*  (912) ▼

Account Number \*

Message from webpage

Warning: Liabilities already exist for this loan application. If you continue with the auto-population of liabilities there may be duplication of liabilities

OK Cancel



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Account Number \*

Password \*



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Service Provider \* Equifax  ▾

Account Number \*

Password \*



# Credit and Underwriting

## Request Credit / Underwriting

Your credit report and preliminary underwriting request is being processed, please wait...

### Select Request You Would Like to Submit:

Request Credit Report and Underwriting Only (Preliminary Underwriting for pre-approval) ▼

### Complete items Below Before Submitting the Request for Credit Report

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Service Provider \*  ▼

Account Number \*

Password \*



# Credit and Underwriting

Borrower Name	Lender Loan Number	GUS Application ID Number	Most Recent Activity	Activity Timestamp	User
Homeowner, John	111222333	1496743	Requested Preliminary Submission	03/09/17 10:28:59 CST	Daetwyler,Dean-two

[Underwriting Findings](#) | [Underwriting Analysis](#) | [Credit Report](#)

- Eligibility
- Loan Terms
- Borrower
- Employment
- Income and Expenses
- Assets and Liabilities
- Transaction Details
- Additional Data
- Validate Application
- Credit / Underwriting

## GUS UNDERWRITING FINDINGS REPORT

### UNDERWRITING SUMMARY

**Underwriting Recommendation: REFER / ELIGIBLE**

Property Eligibility	ELIGIBLE	Primary Borrower	Homeowner, John
Income Eligibility	ELIGIBLE		
Loan Eligibility	ELIGIBLE	Submission Type	Preliminary
Borrower Eligibility for:		Submission Date	03/09/2017
Homeowner, John	ELIGIBLE	Submitted By	Daetwyler, Dean-two
Homeowner, Mary	ELIGIBLE	Loan Status	Pending
Loan Risk Evaluation	REFER		
Borrower Risk Evaluation			
Homeowner, John	ACCEPT		
Homeowner, Mary	ACCEPT		

- View Findings
- Display Documents
- Upload Documents
- Request Forms
- Loan List
- GUS User Guide
- Withdraw Application

Lender Name	CARDINAL LENDING
Lender Tax Id	558811770
USDA Assigned Branch Nbr	001
Lender Loan Number	111222333
GUS Application ID Number	1496743

### MORTGAGE INFORMATION

LTV	99.6169%	Note Rate	4.5%
PITI Ratio	19.6056%	Monthly PITI	\$1,058.70
		Other Monthly Debt	\$25.00
		Total Monthly Debt	\$1,083.70
TD Ratio	20.0685%	Amortization Type	Fixed
Loan Amount	\$144,444.44	Loan Purpose	Purchase
Sales Price	\$140,000.00	Refinance Purpose	N/A
Appraised Value	\$145,000.00	Payment Shock	111.7400%
Monthly MCC	\$0.00	Cash Reserves	\$11,800.00
Temporary Buydown	No	Months of Cash Reserves	11





# Credit and Underwriting

## Manually Downgrade Application

To manually downgrade an ACCEPT underwriting recommendation to a REFER, check the box and provide a detailed explanation.

Downgrade automated underwriting recommendation to a "REFER" and provide explanation.

(Limited to 2000 characters)

## Manually Downgrade Application

To manually downgrade an ACCEPT underwriting recommendation to a REFER, check the box and provide a detailed explanation.

Downgrade automated underwriting recommendation to a "REFER" and provide explanation.

Applicant pays 250 per month to Drive More Auto. This liability was not included on the credit report. It has been manually added to the liabilities.

(Limited to 2000 characters)





## Manual Downgrade

- Debt payments not on credit report
  - Excluded: child support, alimony, union dues, NPS debts, etc.
- Public records, judgments, etc. not on the credit report
- Credit score cannot be validated





# Credit and Underwriting

## Contact Information

Lender contact information entered in this section will appear on Form RD 3555-21 and serve as your organization's point of contact for any questions regarding the loan request.

Lender Contact Name <sup>(F)</sup>	<input type="text" value=""/>
Lender Contact Phone Number <sup>(F)</sup>	<input type="text" value="(314)335-8522"/> ext <input type="text" value=""/>
Lender Contact Fax Number <sup>(F)</sup>	<input type="text" value="(314)555-6677"/>
Lender Contact E-mail Address <sup>(F)</sup>	<input type="text" value="k"/>
Lender Contact Lender ID	<input type="text" value="558811770"/>
Lender Contact USDA Assigned Branch No.	<input type="text" value="001"/>



# Credit and Underwriting

## Conditional Commitment Recipients

Conditional Commitments will be issued electronically by the Agency. Enter up to five e-mail addresses to receive the Conditional Commitment.

Recipient 1 E-mail Address <sup>(F)</sup>

Recipient 2 E-mail Address

Recipient 3 E-mail Address

Recipient 4 E-mail Address

Recipient 5 E-mail Address

PREVIOUS

NEXT

SAVE

CLOSE

CANCEL



## GovDelivery Sign up

[https://public.govdelivery.com/accounts/USDARD/subscriber/new?qsp=USDARD\\_25](https://public.govdelivery.com/accounts/USDARD/subscriber/new?qsp=USDARD_25)



### **Email Updates**

To sign up for updates or to access your subscriber preferences, please enter your contact information below.

**\*Email Address**

**Submit**

**Cancel**



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Agriculture

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the USDA Single Family  
Housing Guaranteed Loan  
Program!





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