

# Certificate Exemption Form

[www.campusmba.org/des](http://www.campusmba.org/des)

## CampusMBA Certificate and Designation Programs

Get on the fast track to professional success by enrolling in a CampusMBA certificate or designation program. All of our certificates and designations serve a dual purpose — they tell the world what you've accomplished in your chosen profession and they put you on the path to achieve even more.

### Certified Mortgage Servicer (CMS)

Earning a CMS specialist designation represents your superior knowledge and experience in servicing practices, theories and applications. As a CMS designee you become a member of an elite network of loan administration professionals. There are three tracks for the CMS specialist designation: loan administration, financial controls and investor administration and default administration. Complete all three tracks to earn the Master CMS, the ultimate designation in mortgage servicing. Minimum required experience: 0–3 years for Level I, 3–4 years for Level II, 4 years for Level III. **Thanks to Lender**

**Processing Services for its support of the CMS Designation.**

### Certified Residential Underwriter (CRU)

The CRU Specialist Designation elevates both you and the underwriting field to a higher level of professionalism. In addition to feeling a great sense of personal accomplishment, as a CRU designee you will perform better and bring more value to your company. Minimum required experience: 0–3 years for Level I, 3–4 years for Level II, 4 years for Level III.

**CampusMBA offers the CRU curriculum developed in partnership with Genworth Financial.**

## Exemption Requirements

You may apply for an exemption to waive the coursework for Levels I and II only, if you meet the requirements. No exemptions are offered for Level III. Exemption fees are \$100 (members) / \$150 (nonmembers) for Level I and \$200 (members) / \$250 (nonmembers) for Level II. Exemptions are currently available only for the first two levels of the CMS and CRU Designation programs.

**Level I:** If you have at least two years of experience in the related field, you can apply for an exemption to waive the coursework and go directly to the test. It is recommended that you have a minimum of three years of mortgage industry experience. Once you have applied for the exemption, you must pass the Level I assessment on the first attempt. If you do not pass the test on the first attempt, you may test again after enrolling in Level I and successfully completing all required Level I courses.

**Level II:** If you have completed all the requirements for Level I and you have at least four years of experience in the related field, you can apply for the Level II exemption to waive the coursework and go directly to the test. Once you have applied for the exemption, you must pass the Level II assessment on the first attempt. If you do not pass the test on the first attempt, you may test again after enrolling in Level II and successfully completing all required Level II courses. If you applied for the Level I exemption, but did not pass on the first attempt, you are not eligible to exempt out of Level II.

## Enroll Today

When you enroll in a CampusMBA certificate or designation program, you instantly receive support to ensure you meet your goal. Through a personalized development plan, a detailed study outline and support and coaching from current CampusMBA designees, your path to success is clearly marked for you. From the date of enrollment, you have five years to complete the program requirements. Use the form on the opposite side to enroll.

EDUCATION FROM THE MORTGAGE BANKERS ASSOCIATION



**CampusMBA®**  
Training Center for Real Estate Finance

# Certificate Exemption Form

SUBMIT THIS FORM ALONG WITH A CURRENT COPY OF YOUR RESUME FOR EXEMPTION CONSIDERATION.

## Four Easy Ways to Register

### Fax CampusMBA

(credit card only)  
(202) 289-0671

### Mail CampusMBA

Payable to: Mortgage Bankers Association  
Mail to: Mortgage Bankers Association  
Attn: CampusMBA Certificates and Designations  
1717 Rhode Island Avenue, NW, Suite 400  
Washington, DC 20036

### Phone CampusMBA

(credit card only)  
(800) 793-6222 (select option 3)  
Monday-Friday,  
9:00 a.m.-5:00 p.m., ET

## Notes

Please see the related brochures for specific details on CampusMBA designations. Course details, program specifics and online registration can be found at [www.campusmba.org/des](http://www.campusmba.org/des) or by calling (800) 793-6222 (select option 3).

The cost of courses, classroom-based programs and tests are not included in the exemption fees, unless noted otherwise. Not all courses are offered at all times. Please check [www.campusmba.org](http://www.campusmba.org) for a current list of available courses.

The achievement certificate (Level I) and professional certificate (Level II) are required steps in the learning path for the CMS and CRU programs.

## Certificate Exemption: SELECT THE CERTIFICATE FOR WHICH YOU WANT TO WAIVE THE COURSEWORK.

### Certified Mortgage Servicer (CMS)

- Track 1: Loan Administration
- Level I: Achievement Certificate (DL7-001135-KT-X)
  - Level II: Professional Certificate (DL7-000129-KT-X)

### Track 2: Financial Controls and Investor Administration

- Level I: Achievement Certificate (DL7-001136-KT-X)
- Level II: Professional Certificate (DL7-001130-KT-X)

### Track 3: Default Administration

- Level I: Achievement Certificate (DL7-001137-KT-X)
- Level II: Professional Certificate (DL7-001131-KT-X)

### Certified Residential Underwriter (CRU)

- Level I: Achievement Certificate (DL7-000124-KT-X)
- Level II: Professional Certificate (DL7-000128-KT-X)

## Prices: CERTIFICATE EXEMPTION ENROLLMENT FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE.

**Achievement certificate or Level I exemption:** \$100 MBA member/\$150 Nonmember

**Professional certificate or Level II exemption:** \$200 MBA Member/\$250 Nonmember

*Note:* Certificate exemption enrollment fees are non-refundable.

## Individual Information:

- MBA Member    Nonmember    Mr.    Ms.

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_ Customer ID Number \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address (UPS will not deliver to a P.O. Box) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone Number \_\_\_\_\_ Business Fax Number \_\_\_\_\_

**email address required (for confirmations)** \_\_\_\_\_ Previous Employer (If employed less than two years) \_\_\_\_\_

- I have read and understand the prerequisite requirements on the opposite page for the program in which I am enrolling.

## Payment Method: PREPAYMENT IS REQUIRED ON ALL ENROLLMENTS

- MBA Member    Nonmember    Mr.    Ms.

- Payment Enclosed (*Payable to Mortgage Bankers Association*)

Charge My:  VISA    MasterCard    American Express    Discover

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Amount of Charge \_\_\_\_\_

Name as it Appears on Card \_\_\_\_\_ Address if Different from Above \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Note:* Cost of courses is not included in exemption fees. Certificate and designation exemption fees are non-refundable and non-transferable.

## Optional Diversity Questions

Your answers to this section are optional. The use of this information is restricted to MBA and is being requested to enhance MBA's continuing efforts to increase diversity within its membership. Your individual information will not be provided to any external source or organization.

Are you:  Male    Female

Do you identify yourself as a member of any of the following racial and/or ethnic groups (check all that apply):

- Hispanic/Latino    Asian/Asian-American/Pacific Islander    Black/African-American    Native Hawaiian/American Indian/Native American  
 White/Caucasian    None of the above

<b>FOR OFFICE USE ONLY</b>	<b>ATTN: STAFF</b>	<b>Source Code</b>	<b>WB</b>	
ID	Co ID	Order #	Operator	Date