

National MI AXIS

Quick Start Guide

Non-Delegated

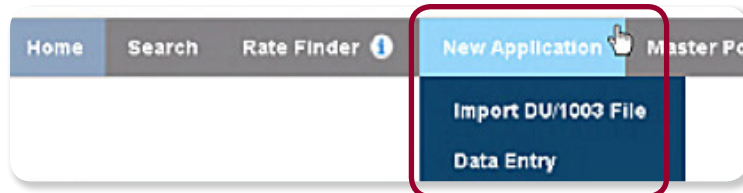
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National Mortgage Insurance Corporation | 2100 Powell Street | 12TH Floor | Emeryville, CA 94608 | www.nationalmi.com

Introducing National MI AXIS – the next generation in MI ordering technology.

1. To Get Started:

Go to <https://axis.nationalmi.com> and login.



Select **New Application** and from two options:

- A) Import your **DU/1003 File** to automatically populate your data fields **or**
- B) Select **Data Entry**

Note: Please use Internet Explorer version 9 or higher, Firefox, or Chrome

2. A) The system will automatically display missing fields on the left-hand panel

B) Click the red text link to navigate directly to the missing fields



3. Complete the required items marked with a **red asterisk (*)**, then select **Save & Close**

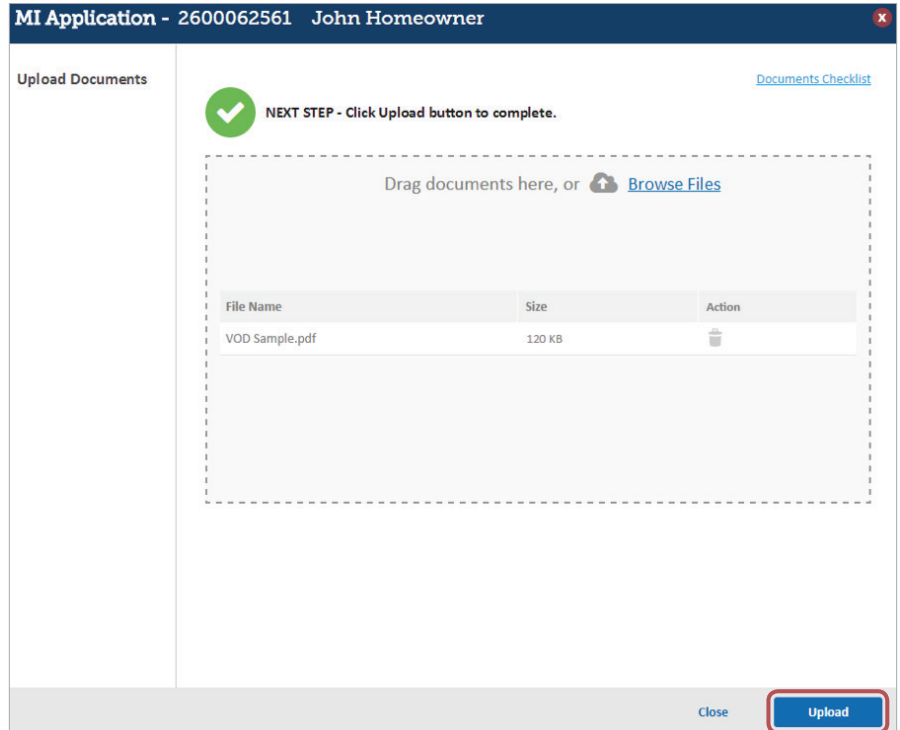
4. When 100% Complete

- A) Select Submit
- B) Follow the pop-up window directions and select **Upload** to submit your loan documents **D**

To view instructions:

- Non-Delegated Document Management Upload, go to nationalmi.com/nondel-doc-mgmt

Note: You can edit information within your MI order until the commitment is activated.



This completes your loan submission to National MI.

REMINDER: For questions, contact Solution Center at solutioncenter@nationalmi.com or call **855.317.4NMI (4664)**.

Thank you for choosing National MI. Our priority is your success and we're dedicated to providing you with the highest level of MI expertise and service.

Non-Delegated Post Close Document Delivery

1. Upload Post Close
Review Loan Documents
 - A) Search loan and select
Add/View Documents
 - B) Follow the pop-up window
directions and select
Upload to submit **E**
- Note:** Please use Internet Explorer version 9 or higher, Firefox, or Chrome

The screenshot shows a web application window titled "MI Application - 2600062561 John Homeowner". On the left sidebar, under "Upload Documents", the "Upload History" link is circled in red. A red arrow points from this link to the text "Select to view history or uploaded loan documents".

The main content area has a header with "Add Comments" and "Documents Checklist" links. Below this is the instruction "NEXT STEP - Click Upload button to complete." and a dashed box containing the text "Drag documents here, or Browse Files" with a file upload icon.

Below the dashed box is a table with the following content:

File Name	Size	Action
VOD Sample.pdf	120 KB	

Below the table is an "Add Comments" text input field.

At the bottom right of the window, there is a red circle with the letter "E" and a "Close" button. To the right of these is a blue "Upload" button.