

# National MI AXIS: Quick Start NON-DELEGATED & DELEGATED LOANS

### Introducing National MI AXIS — the next generation in MI ordering technology.

#### 1 To Get Started:

- Go to https://axis.nationalmi.com
- Login with your User ID and Password provided by National MI's Solution Center (see back for Reminders)
  - (i) HOMEPAGE TIP: Review loan status and use the **Queue Column** headings to sort and display the loans by your preference.

2	Home Search		Rate Finder 🜗	New Application 🖞 Master Po	
				Import DU/1003 File	٦
				Data Entry	
				••••••	

- 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 8 or higher, Firefox, or Chrome

## **i** NEW

- 3 A) The system will automatically display which fields are missing on the left-hand panel
  - B) Click the red text link to navigate directly to the missing fields

Click on any of the rings to complete the related information.

- O No data
- 🔘 Partial data
- S Completed data
- \*TIP: Click the "SUBMIT" button to view missing data, once the application is completed, your status bar will reach 100%.





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(continued)

#### 4 Complete the required items marked with a red asterisk (\*), then select **SAVE & CLOSE**.

Mortgage Insurance Information								
Paid Type*	🖲 Borrower Paid 🔘 Lender Paid	Premium Plan Type* 🚺	Monthly ADVANTAGE					
Coverage*	30 🔻 %	Refund Type* (i)	ORefund   No Refund					
Premium Financing	🔵 Yes 💿 No		Constant					
		Renewal Option* (1)						
			CANCEL SAVE SAVE & CLOSE					

#### 5 | When 100% Complete

#### FOR NON-DELEGATED:

- A) Select **Document Management** and follow the pop-up window directions to upload your complete file (credit and appraisal documents).
- B) Select **SUBMIT** to send your loan to National MI Underwriting.

#### FOR DELEGATED:

Select **SUBMIT** to receive your National MI commitment certificate.

Notes: To view instructions on:

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

### 6 | This completes your loan submission to National MI underwriting.

#### **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.

