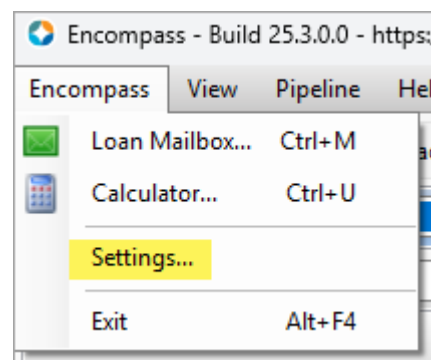


MI Center Permission Quick Reference Guide

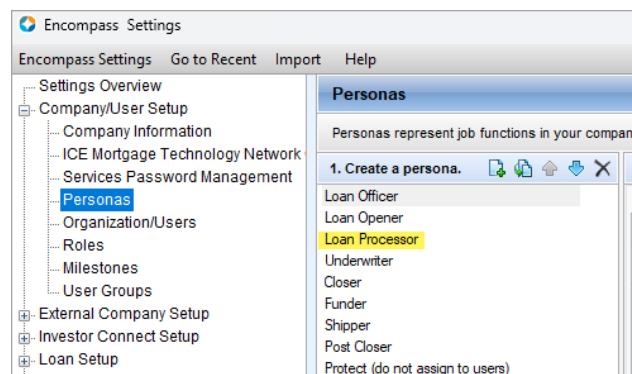
Setting Persona permission for using MI Center

MI Center permissions are managed by the Encompass® administrator at the individual persona level. Below are the steps to set these permissions.

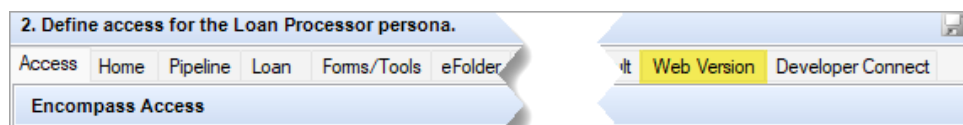
1. Open **Encompass >Settings**



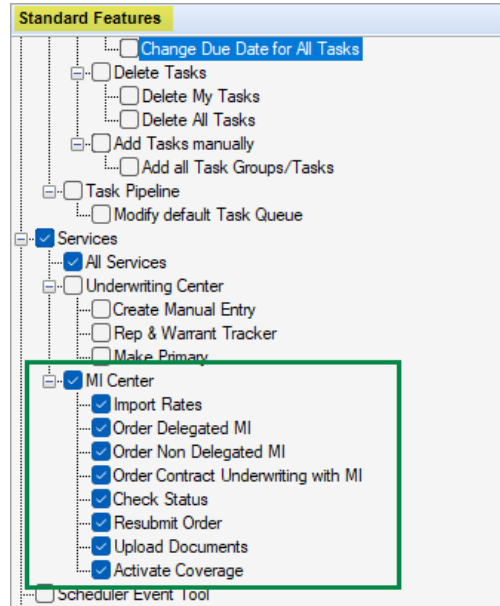
2. Select **Company/User Setup > Personas**
3. Select the persona to be updated.



Select the **Web Version** tab



4. Under **Standard Features**, expand **MI Center**. The available permissions are outlined below.



MI Center permissions explained:

Import Rates

After submitting a Compare Rate Quote request, the Import Rates button will be visible at the bottom of the results page if this box is checked.

Order Delegated MI, Order Non-Delegated MI, Order Contract Underwriting with MI

Button visible at the bottom of the Compare Rate Quote results page.

Check Status

Button visible at the top right corner of the Active Order page following a non-delegated or contract underwriting order.

Resubmit Order

Button visible at the top right corner of the Active Order page following a delegated, non-delegated and contract underwriting order.

Upload Documents

Button visible on the Enact New Order form for a non-delegated or contract underwriting order.

Activate Coverage

Button visible on the Active Order page for a delegated, non-delegated or contract underwriting with MI order once a closing date has been entered on the loan.

FOR MORE INFORMATION

Our ActionCenter® representatives are happy to help! 800-444-5664
Enact | 8325 Six Forks Road | Raleigh, NC 27615 | enactmi.com

Enact mortgage insurers include
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