

# Fulfilling RESPA Requirements

## Course Syllabus

### Course Overview

#### Course Description:

Compliance with RESPA requirements is important in how you do business, as these requirements exist in all states. This course is designed to provide you with the tools required for compliance with RESPA. RESPA covers loans secured with a mortgage placed on a one-to-four family residential property. These include most purchase loans, assumptions, refinances, property improvement loans, and equity lines of credit. It is critical to those in any aspect of the mortgage industry to ensure compliance with these and other laws.

#### Course Objectives:

Upon completion of this course, you will be able to:

- Introduce RESPA
- Define RESPA coverage and key terms
- Explore initial disclosure requirements
- Explore interim, closing, and post-closing disclosure requirements
- List prohibited practices, penalties and enforcement

#### Course Outline:

- Introduction
  - What is RESPA
  - Recent RESPA Reforms
  - Penalties (overview)
- Section 1 - RESPA coverage and key terms
  - Define covered transactions
  - Identify exempt Federal transactions
  - Clarify definitions
- Section 2 - Initial RESPA disclosure requirements
  - GFE Delivery
  - Provider of Service Disclosure
  - Servicing Disclosure Statement
  - List of Housing Counseling Providers
  - Special Information Booklet
- Section 3 - Interim, closing, and post-closing RESPA disclosure requirements
  - Affiliated Business Arrangement
  - Uniform Settlement Statement
  - Initial Escrow Account Disclosure Statement
  - Notice of Servicing Rights
  - Annual Escrow Account Statement
- Section 4 - Prohibited practices, penalties and enforcement
  - Section 8
  - Section 9
  - Section 10
  - Section 6

**Required Course Materials:**

All materials required for the course are contained within the course. No external materials are required.

**Earning Your Certificate:**

After completing the course materials, you will have multiple attempts to pass the final assessment. You must receive a score of 70% or better to receive your certificate of completion.

**Course Background:**

We created this course through the combined efforts of industry experts, instructional designers and developers. The industry subject matter expert for this course is Donna Bradshaw.

## Couse Administration

**Course Policies:**

All students must be honest and forthright in their academic studies. Students are expected to do their own work. If you do not pass the assessment, we recommend further reviewing the course materials before retaking the final assessment.

**Course Deadline:**

Students have 12 months from the subscription date to complete the course. You may complete the course at any time during this period.

**Course Evaluation:**

After you have earned your certificate, you will have an opportunity to provide feedback that will assist us with improving our courses.

**Technical Requirements/Support:**

Students must have an Internet connection and an Internet browser that supports the course files. Refer to the AllRegs Academy Student System Requirements to ensure your browser supports our courseware. If you need additional assistance, consult the AllRegs Academy FAQs or contact our support staff at (800) 848-4904 Monday – Friday 8:00am – 5:00pm Central Time.

**Course Help:**

Contact us by emailing [help@allregs.com](mailto:help@allregs.com) or calling the number listed in the Technical Requirements section. Please provide the course title, related slide number(s), browser and version, and your contact information in your communication.