



# Institute for Capacity Development (ICD)

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## Loan and Mortgage Management

### Course Objectives

**On completion of the course, participants should be able to:**

- Assess the eligibility of individuals for the mortgage loan they are applying for
- Approve or reject mortgage loan application based on credit history, employment history, assets, debts and other factors
- Use credit, financial and employment information to see if individuals qualify for a mortgage and then come up with mortgage financing options that match their financial capacity.
- Help individuals complete mortgage loan application and keep track of what's happening during the loan approval process.
- Help individuals find the kind of home they seek and examine comparable homes
- Determine how much is the worth of a home individuals wish to purchase (or its fair market value).

### Target Groups

- Loan Officer
- Real Estate Professional
- Loan Processor
- Mortgage Underwriter
- Real Estate Appraiser

### Course Outline

- General Management Principles and Skills
- Components of a Financial Plan
- Developing The Financial Plan
- Personal Loans
- The Real Cost of Borrowing on Personal Loans
- Home Equity Loan
- Purchasing and Financing a Home
- Overview of the Mortgage Process
- The Law of Contract
- Mortgage Law
- Introduction to Mortgage Finance
- Understanding the People and Their Services (eg Underwriters, Loan Officers, Real Estate Agents)
- Guidelines (Steps) to Mortgage Loan Application
- Understanding the Costs Through Estimates, Disclosures

- Loan collateral management
- Loan appraisal and financial assessment and disbursements
- Loan Management and Alternative Repayment/Refinancing Methods
- Transaction Costs of Purchasing a Home
- Mortgage Options
- Characteristics of a Fixed-Rate Mortgage
- Characteristics of a Variable-Rate Mortgage
- Decision to Own versus Rent a Home
- Mortgage Refinancing
- Action Planning

Dates: 25<sup>th</sup> June – 06<sup>th</sup> July 2018

Cost: US\$3150/delegate

Duration: 2 weeks

Venue: Harare, Zimbabwe