



New Application Jurisdiction-Specific Requirements



ALASKA MORTGAGE LOAN ORIGINATOR LICENSE

Instructions

1. Each Mortgage Loan Originator must be separately licensed which requires the submission of Form MU4 through NMLS.
2. The Mortgage Loan Originator's license will not be approved until a sponsorship request is submitted by the originator's employer. A quick guide titled "Create a Company Sponsorship" at the following link will help walk your company through this process: [NMLS Quick Guides](#)
3. New applicants must meet the following requirements in order to receive an "Approved" status on their license:
 - Complete 20 hours of NMLS approved pre-licensure education courses
 - Passing score on both the National and Alaska State components of the SAFE Test
 - Fingerprints for an FBI criminal history background check
 - Authorization for a credit report for financial responsibility review
 - License sponsored by company
4. Total license costs: \$680 including the NMLS processing fee. A \$15 fee for a credit report will be added if one has not been authorized through NMLS in the past 30 days. You will also pay an additional \$39 if you authorize a criminal background check at time of application.
5. All fees are collected through the NMLS and ARE NOT REFUNDABLE.
6. The applicant's NMLS Unique Identifier must be written on the upper right-hand corner of every hard copy document submitted to the Department.
7. Jurisdiction-specific requirements as identified on the checklist below must be received with this checklist within 5 business days of the electronic submission of your application through the NMLS.

For U.S. Postal Service and Overnight Delivery:
State of Alaska, Department of Commerce,
Community & Economic Development
Division of Banking & Securities
550 W. Seventh Avenue, Suite 1940
Anchorage, Alaska 99501

NMLS Unique ID Number: _____

Applicant Legal Name: _____

ATTACHED	NOT APPLICABLE	ITEM
<input type="checkbox"/>	<input type="checkbox"/>	DISCLOSURE QUESTIONS. “If you answered “Yes” to any of the Disclosure questions, you must explain dates, locations, and circumstances on a separate piece of paper and send any supporting documents that are applicable (including certified court records, judgments, charging documents, as well as discharge of liens, judgments and bankruptcy, etc.)

WHO TO CONTACT – Contact Alaska *Division of Banking & Securities* licensing staff by phone at 907-269-4594 or send your questions via e-mail to mortgagelending@alaska.gov for additional assistance. For system questions, call the NMLS Call Center at 240-386-4444.

THE APPLICANT/LICENSEE IS FULLY RESPONSIBLE FOR ALL OF THE REQUIREMENTS OF THE LICENSE FOR WHICH THEY ARE APPLYING. THE JURISDICTION SPECIFIC REQUIREMENTS CONTAINED HEREIN ARE FOR GUIDANCE ONLY TO FACILITATE APPLICATION THROUGH THE NMLS. SHOULD YOU HAVE QUESTIONS, PLEASE CONSULT LEGAL COUNSEL.