



New Application Jurisdiction-Specific Requirements



INDIANA DFI MORTGAGE LOAN ORIGINATOR LICENSE

Instructions

1. Application for an Indiana DFI Mortgage Loan Originator license is made by submission of Form MU4 via NMLS . The following requirements must show as complete on the applicant's NMLS record prior to submitting the application:
 - 20 hours of NMLS approved pre-licensing education, including 2 hours of Indiana law
 - Passage of the SAFE National Test
 - Passage of the SAFE Indiana Test
 - Have fingerprints submitted for an FBI criminal history background check with results returned to NMLS
 - Have authorization for a credit report pull granted in NMLS
2. A Mortgage Loan Originator license must be sponsored by the employer of the licensee. A quick guide titled "Create Sponsorship" at the following link will help walk your company through this process: [NMLS Quick Guides](#).
3. Total amount of the license request, including the NMLS processing fee is, \$80. 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.
4. All fees are collected through the NMLS and **ARE NOT REFUNDABLE**.
5. Applications in a pending status for more than 60 days have expired and may be terminated. The applicant may file a new application in NMLS if an expired application has been terminated.
6. A license without a sponsorship will be placed in the "Approved – Inactive" status. The Mortgage Loan Originator may not originate loans with a license in this status.
7. Within 5 days of submitting your application to NMLS, provide complete details of all events or proceedings for any "Yes" answer to any of the Disclosure questions and provide a copy of any applicable orders or documents

For U.S. Postal Service:

Indiana Department of Financial Institutions
Consumer Credit Division
30 South Meridian Street, Suite 300
Indianapolis, IN 46204

For Overnight Delivery:

Indiana Department of Financial Institutions
Consumer Credit Division
30 South Meridian Street, Suite 300
Indianapolis, IN 46204

NMLS Unique ID Number: _____

Applicant Legal Name: _____

ATTACHED	NOT APPLICABLE	ITEM
<input type="checkbox"/>	<input type="checkbox"/>	DISCLOSURE QUESTIONS. Provide complete details of all events or proceedings for any "Yes" answer to any of the disclosure questions and provide a copy of any applicable orders or documents. Documents can be sent electronically to dfimloapplications@dfi.in.gov or by mail to the address provided.

WHO TO CONTACT – Contact the Consumer Credit Division licensing staff by phone at 317-232-3955 or send your questions via e-mail to dfimloapplications@dfi.in.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.