Commercial Certified Mortgage Servicer (CCMS) Designation Program Application

Section I: Personal Information

First Name   MI   Last Name

Title

Company   Member Number

Company Address   City   State   Zip

Phone Number (Office)   Phone Number (Cell)

Email Address

Section II: Business References

Please provide **two** references.

First Name   MI   Last Name

Title

Company

Phone Number   Email Address

First Name   MI   Last Name

Title

Company

Phone Number   Email Address

Section III: Acknowledgement

By signing below, I acknowledge that enrollment into and completion of the CCMS designation is intended to promote my individual educational and professional accomplishments. Further, I acknowledge that this program does not provide certification in any area of mortgage servicing.

_____
Applicant Full Name (Please Print)

_____
Applicant Signature   Date

Section IV: Professional Experience (Minimum 25 points)

Employment with a current MBA Membership firm is awarded 5 points per year of service.
Employment with a non-member firm is awarded 3 points per year of service.

_____
Employer   Title

_____
Years of Service   Responsibilities

_____
Employer   Title

_____
Years of Service   Responsibilities

_____
Employer   Title

_____
Years of Service   Responsibilities

Section V: Education (Minimum 25 points)

The following Education items are awarded for completing an undergraduate degree or higher, mortgage finance related designations/certifications, and attending eligible courses. Please attach certificates of completion or other supporting documentation. Undergraduate degrees (e.g., BA or BS) are awarded 15 points and graduate degrees (e.g., MBA or JD) are awarded 10 points.

_____
College/University   Degree Awarded   Graduation Year

_____
College/University   Degree Awarded   Graduation Year

_____
College/University   Degree Awarded   Graduation Year

Section VI: Industry Related Designations and Certifications

- MBA and non-MBA designations (e.g., CFA, CCIM, MLO, CRCM, CRI, CMB) are awarded 10 points.
- MBA Commercial Mortgage Servicer Achievement Certificate — Level I is awarded 15 points.
- MBA Commercial Mortgage Servicer Professional Certificate — Level II is awarded 20 points.

Certification/Designation	Awarded by	Completion Date
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Section VII: Education Courses and Activities

- Eligible MBA Education or industry related courses (web based or classroom) earn 5 points per course.
- Prospective CCMS candidates with 90+ points may enroll in the CCMS Prep Course and earn 10 points.

Attach supporting documents.

Course Title	Type (Web-Based/Classroom)	Completion Date
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Section VIII: Industry Participation (Minimum 15 points)

- Participation points are awarded for attending industry related conferences, committee involvement, and other activities, depending on the level of involvement.
- Conference participation is awarded as 5 points per day of conference.
- Committee participation is awarded 5 points per year of service or 10 points for leadership positions.
- MBA subject matter expert/instructor/panelist is awarded 5–10 points per project.
- Industry volunteering (e.g., Habitat for Humanity) is awarded 5 points per day.
- Members of Mortgage Action Alliance are awarded 2 points.

Description of Industry Participation   Dates

Description of Industry Participation   Date

Description of Industry Participation   Date

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