

NAME: _____ Month/Day of Birth: ____/____

Organization: _____

Email address: _____ Tel# _____

This curriculum introduces bank personnel to the role of loan processing and the supporting functions it provides to customers and within an organization from loan application to closing. The development of knowledge and practical skills in this area provides the foundation for an educational career path leading to the Loan Processing Diploma and the General Banking Diploma and/or Bank Operations Diploma.

REQUIRED COURSES:

GRADE	DATE COMPLETED	COURSE	DELIVERY OPTIONS				
			L	W	SP	ILO	GL
		Balancing Priorities	●	●	●		●
		Basics of Mortgage Processing			●		
		Business Telephone Skills	●	●	●		●
		Certificate in Business Communication <u>or</u>			●		
		Written Communication	●	●			●
		Consumer Loan Process			●		
		Fundamentals of Consumer Lending	●	●	●		●
		Fundamentals of Mortgage Lending	●	●	●		●
		Handling Workplace Conflict	●	●	●		●
		Principles of Banking <u>or</u>	●	●		●	●
		Banking Today <u>or</u>	●	●		●	●
		Banking Fundamentals <u>or</u>				●	
		Banking Basics Suite			●		
		Security Awareness			●		

L= Live W=CFTEA Webcourse SP= Self-paced Online ILO = Instructor-Led Online GL = Guided Learning

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