



**U. S. DEPARTMENT OF VETERANS AFFAIRS**  
**Regional Office, Fort Snelling**  
**1 Federal Drive**  
**St. Paul, MN 55111-4050**

January 31, 2003

REGIONAL LOAN CENTER MEMORANDUM NO. 03-04

TO: ALL LENDERS

SUBJ: 2003 VA TRAINING BROADCASTS FOR LENDERS AND REAL ESTATE SALES PERSONNEL

VA Loan Guaranty Service has scheduled five interactive televised training broadcasts for employees of **lenders** during 2003, and one broadcast for **real estate sales personnel**. These free broadcasts may be viewed at most VA Regional Offices or Regional Loan Centers. For those who have fast Internet connections and no firewall problems, these broadcasts will also be available in "streaming video" format over the Internet. For details regarding this viewing option, please watch for announcements on Loan Guaranty's website, [www.homeloans.va.gov/L&S.htm](http://www.homeloans.va.gov/L&S.htm). Since these seminars are interactive, all attendees will have the opportunity to ask questions.

**STUDENT MATERIALS**

Student handout materials for each broadcast will be available for download from Loan Guaranty's web page one week before each broadcast. Students who plan to attend a broadcast should download these materials and bring them to the broadcast. The web address is [www.homeloans.va.gov/train.htm](http://www.homeloans.va.gov/train.htm).

**SCHEDULE AND CONTENT OF BROADCASTS**

**Wednesday, February 12, 2003 11:00 a.m. – 1:00 p.m. Central Time**  
**Refinancing VA Home Loans**

With interest rates at their lowest levels in 40 years, the activity in refinancing is at an all time high! Topics will include:

- Interest Rate Reduction Refinance Loans (IRRRLs)
- Cash out Loans
- Construction-Permanent Home Loans

**Wednesday, March 12, 2003 11:00 a.m. – 1:00 p.m. Central Time  
Basic Processing and Originating VA Home Loans**

Want to improve your market share? Learn how you can do just that by speeding up your ability to explain and process VA mortgage loans. Topics to be covered include:

- Basics of Eligibility: What is Eligibility? Who's Eligible? How do I find out? What can a VA loan be used for?
- Pre Qualification Basics: Credit & Income; Common Scenarios and Frequently Asked Questions
- Fees & Charges: What's allowable and what is not?
- Property & the VA Appraisal: What is the purpose of the VA appraisal? What types of properties can be purchased?

**Wednesday, April 23, 2003 11:00 a.m. - 1:00 p.m. Central Time  
Post-Closing & Quality Reviews**

Attend this broadcast and *save* your company *time* and *money*:

- Obtain *accurate* LGCs *quickly*
- *Eliminate* the need for *status requests*
- Take the *anxiety* out of *Post Audits*

**Wednesday, May 14, 2003 11:00 a.m. – 1:00 p.m. Central Time  
Credit Underwriting for VA Home Loans**

*It's approved!* Tips and hints on mastering VA Credit Standards to arrive at well supported underwriting decisions quickly and efficiently.

- Problem credit cases
- Self employment
- Trailing spouses
- Grossing up
- Many other issues

**Wednesday, July 16, 2003 11:00 a.m. – 1:00 p.m. Central Time  
Underwriting Appraisals for Staff Appraisal Reviewers**

This broadcast is for anyone who orders, processes or reviews VA Appraisals. What's New?

- Property Eligibility
- Minimum Property Requirements
- Proposed Construction
- Appraisal Review Guidelines
- Common Problems and Concerns

**Wednesday, September 17, 2003 11:00 a.m. – 1:00 p.m. Central Time**  
**The VA Home Loan Program for Real Estate Professionals**

Thousands of real estate professionals are making money participating in VA's home loan program. Attend this session and find out how you can too.

- Increase your pool of potential customers
- VA loans are fast & easy to process!
- Help America's vets obtain the dream of home ownership

**RESERVATION INSTRUCTIONS**

We will begin accepting reservations by telephone and e-mail at 8:00 a.m. Central Time two weeks prior to each broadcast. The number to call is **(612) 970-5549** and the e-mail address is **RLCTT@vba.va.gov**. When you call or e-mail, please identify yourself, the name of your employer, your telephone number including area code, how many participants you want to reserve space for, and at which regional office. The St. Paul Regional Loan Center will take reservations for the following Regional Offices:

St. Paul Regional Office  
One Federal Drive, Ft. Snelling  
Room 136  
St. Paul, MN 55111-4050

Des Moines Regional Office  
210 Walnut Street  
Room 1023  
Des Moines, IA 50309-9825

Fargo Regional Office  
2101 Elm Street  
Room 106  
Fargo, ND 58102-2417

Sioux Falls Regional Office  
2501 West 22nd Street  
Room 107  
Sioux Falls, SD 57117-5046

Chicago Regional Office  
536 S. Clark Street  
Room 480  
Chicago, IL 60605-1523

Wichita Medical Center & Regional Office  
5500 East Kellogg  
Director's Conference Room  
Wichita, KS 67218

Lincoln Regional Office  
5631 S. 48th Street  
Room 144  
Lincoln, NE 68516-4198

St. Louis Regional Office  
400 South 18th Street  
Training Rooms C & D, 4<sup>th</sup> Floor  
St. Louis, MO 63103-2676

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If you plan to view the broadcast via the “streaming video” format, it isn’t necessary to contact our office for a reservation.

We will do our best to reserve space for the number and location you request.

Since the broadcasts will run during the lunch hour, you may want to bring along a bag lunch. Also, please be aware you will be responsible for parking expenses if applicable to your location.

/s/D. F. MUNRO  
D. F. MUNRO  
Loan Guaranty Officer