



Department of Commerce

Division of Financial Institutions
John R. Kasich, Governor
David Goodman, Director

NOTICE TO LOAN ORIGINATORS AND MORTGAGE LOAN ORIGINATORS REGARDING 2012 RENEWAL PROCESS

The Nationwide Mortgage Licensing System (NMLS) Annual Renewal Period will begin November 1 and end December 31. Loan Originators and Mortgage Loan Originators (Originators) are required to complete eight (8) hours of approved continuing education in order to meet the Secure and Fair Enforcement (SAFE) Act and Ohio requirements, and renew their Ohio license. The Division urges Originators to complete their continuing education as soon as possible in order to be in renewal-eligible status on November 1.

In addition, Originators should check "license items" on NMLS to see if any other requirements have not been met. After resolving a license item deficiency, Originators should immediately notify the Division at webdfi-cf@com.state.oh.us so that the license item can be cleared. Directions for viewing license items are in the NMLS [Status and Deficiency Quick Guide](#). After all SAFE Act and Ohio requirements have been met, including Continuing Education, Originators will be in renewal-eligible status. Failing to clear license items or submit supplemental documents to the Division will result in an incomplete application and your license will expire by operation of law on December 31.

For guidance on how to renew an Originator license, please consult the NMLS [Renewal Handbook for Individuals](#).