

# Loan Product Advisor<sup>®</sup>

# Functionality Training Resources

This document lists all Loan Product Advisor<sup>®</sup> training resources available to assist you with how to enter data to submit a transaction to LPA from Freddie Mac Learning.

Access the following resources by clicking their titles.

## Data Quality and System Messages

### *Tips and Best Practices*

#### Reference Tools

##### [Data Quality and System Messages – Cause and Resolution](#)

Helpful tips and best practices to avoid and/or resolve certain types of Data Quality and/or System Messages that may be returned in the Loan Product Advisor results.

##### [Understanding Loan Product Advisor's Determination of Cash-to-Close](#)

This reference explains how Loan Product Advisor determines the total funds to be verified and describes associated feedback messages and data entry tips.

##### [Understanding Loan Product Advisor's Determination of Total Monthly Debt](#)

This reference provides information to help you understand how the liability data entered in Loan Product Advisor is processed.

##### [Tips for Entering Present Housing Expenses](#)

Helpful tips and best practices to enter the borrower's present housing expenses in the Uniform Residential Loan Application and Loan Product Advisor.

##### [Top 5 Tips for Entering Addresses](#)

Helpful tips and best practices to avoid error messages when entering address data.

##### [Tips for Prequalification Transactions](#)

Helpful tips to avoid Data Quality and/or System Messages for transaction without an identifiable subject property address.

##### [Tips for Purchase Transactions](#)

Helpful tips to avoid Data Quality and/or System Messages related to purchase transactions.

##### [Reminders for Loan Product Advisor Resubmission after Note Date](#)

Use this resource to help you determine when resubmissions to LPA are required when you have identified data discrepancies after the Note Date.

# How to Enter Data

## *Tips and Best Practices*

### Reference Tools

#### [Direct Access Users: How to Import a Loan](#)

Step-by-step instructions to import a loan – the quickest process for submitting a loan to Loan Product Advisor.

#### [How to Assign, Retrieve and Release a Loan in Loan Product Advisor](#)

Guidance for a lender, third-party originator or Aggregator on the process of how to assign a loan, retrieve an assigned loan and release a loan through Loan Product Advisor.

#### [How to Enter Data for Subordinate Financing for System-to-System Users](#)

Provides guidance on how to enter data for subordinate financing for conventional mortgages using Loan Product Advisor. This resource is designed to support system-to-system users.

#### [How to Enter Data to Resubordinate Existing Subordinate Financing](#)

Provides guidance on how to complete the data entry to resubordinate existing subordinate financing on a conventional mortgage refinance transaction using Loan Product Advisor.

#### [Direct Access Users: How to Enter Data for a Cash-out Refinance Transaction](#)

Cash-out Refinance transactions are eligible for assessment through Loan Product Advisor. This reference outlines the steps that must be completed for Cash-out Refinance transactions.

#### [Direct Access Users: How to Enter Data for a No Cash-out Refinance Mortgage](#)

No cash-out refinance transactions are eligible for assessment through Loan Product Advisor. This reference provides steps that must be completed for No Cash-out Refinance transactions.

#### [Direct Access Users: How to Enter Data for Home Possible Mortgages®](#)

The Freddie Mac Home Possible mortgage offers more options and credit flexibilities than ever before to help your very low- to moderate-income borrowers attain the dream of owning a home. This document outlines the steps to enter data for Home Possible Mortgages.

#### [Direct Access Users: How to Enter Data for Refi Possible<sup>SM</sup> Mortgages](#)

The Freddie Mac Refi Possible mortgage offering provides opportunities for lower-income homeowners to refinance, reduce their monthly mortgage payments and build generational wealth through housing. This document outlines the steps to enter data for Refi Possible Mortgages.

#### [Direct Access Users: How to Enter Data for An Affordable Second®](#)

Freddie Mac Affordable Seconds is a financing option designed to meet the needs of borrowers who require flexibility on sources for down payments and closing costs. This job aid details how Affordable Seconds must be submitted into Loan Product Advisor.

### [Direct Access Users: How to Enter Data for a Home Equity Line-of-Credit \(HELOC\)](#)

Home Equity Line of Credit is secondary financing that consists of a revolving line of credit secured by a lien junior to a mortgage delivered to Freddie Mac. This job aid details how a HELOC must be submitted into Loan Product Advisor.

### [Direct Access Users: How to Enter Data for Construction Conversion and Renovation Mortgages](#)

Step-by-step instructions to submit a construction conversion transaction.

### [Direct Access Users: How to Enter Data for an Adjustable-Rate Mortgage](#)

Loan Product Advisor may be used to assess adjustable-rate mortgages (ARMs) eligible for sale to Freddie Mac. This document outlines the steps that must be completed for ARM mortgages.

### [Direct Access Users: How to Enter Rental Income for a Subject Investment Property](#)

Step-by-step instructions for entering rental income generated from a subject investment property owned by the borrower.

### [Direct Access Users: How to Enter Rental Income for a Non-Subject Investment Property](#)

Step-by-step instructions for entering rental income generated from a non-subject investment property owned by the borrower.

### [Direct Access Users: How to Enter Property Seller Credits](#)

Step-by-step instructions to enter purchase credits provided by the property seller for LPA to accurately determine the borrower's required funds to close for a purchase transaction.

### [Direct Access Users: How to Enter Data for Paid Down Debt](#)

Outlines how data for Paid Down Debt must be completed in Loan Product Advisor.

### [Direct Access Users: How to Access the Feedback Certificate](#)

Loan Product Advisor returns feedback results within seconds of each submission. This information is saved for a period of time then eventually archived, with the exception of the merged credit data and credit in file data. This document outlines the steps to access the Feedback Certificate in Loan Product Advisor.

For a catalog of all Freddie Mac Learning resources, visit:

[https://sf.freddiemac.com/content/\\_assets/resources/pdf/fact-sheet/freddie-mac-learning-catalog.pdf](https://sf.freddiemac.com/content/_assets/resources/pdf/fact-sheet/freddie-mac-learning-catalog.pdf)