TO: All FHA-Approved Mortgagees  
   All FHA Roster Appraisers  
   All Other Interested Stakeholders in FHA Transactions

NEWS AND UPDATES

FHA to Automate its User Identification Assignment Process for Mortgagees and Roster Appraisers

Today, the Federal Housing Administration (FHA) announced that the FHA Connection (FHAC) system will automate its Application Coordinator User Identification (ID) assignment process beginning on November 9, 2018. At that time, FHA will discontinue mailing paper documentation to a mortgagee’s chief executive officer when a new user ID has been assigned to one of their employees. Notifications will be delivered via e-mail to the mortgagee’s administrative contact assigned in FHA’s Lender Electronic Assessment Portal (LEAP) system. Mortgagees should verify the contact information in the LEAP system prior to November 9th and update, if necessary.

Also beginning November 9th, FHA will discontinue mailing paper documentation notifying its Roster Appraisers of the issuance of FHAC user IDs. Notifications will be delivered via e-mail using appraisers’ e-mail addresses on file in FHAC. Roster appraisers should verify the contact information in the FHAC system prior to November 9th and update, if necessary.

Quick Links
- View information on FHA Connection at: https://entp.hud.gov/clas/info.cfm
- View information on the Lender Electronic Assessment Portal (LEAP) at: https://www.hud.gov/program_offices/housing/sfh/lender/SFH_Lenders_LEAP

Resources
Contact the FHA Resource Center:
- Visit our online knowledge base to obtain answers to frequently asked questions 24/7 at: www.hud.gov/answers.
- E-mail the FHA Resource Center at: answers@hud.gov. Emails and phone messages will be responded to during normal hours of operation, 8:00 AM to 8:00 PM (Eastern), Monday through Friday on all non-Federal holidays.
- Call 1-800-CALLFHA (1-800-225-5342). Persons with hearing or speech impairments may reach this number by calling the Federal Relay Service at 1-800-877-8339.
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<tr>
<th>FHA INFO Archives:</th>
<th>Visit the <a href="#">FHA INFO Archives</a> to access FHA INFO messages issued from 2012 to the present.</th>
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