

ONLINE - HOMEOWNERSHIP COUNSELING

(This is a FREE course offered to CHFA borrowers thru Finally Home!®)

LENDER - REGISTRATION INSTRUCTIONS

The Connecticut Housing Finance Authority (CHFA) in partnership with Finally Home!®, provides online Homebuyer education to CHFA borrowers FREE of charge. “Free Coupon Codes” are provided electronically to the Lender when a loan is registered on the CHFA LOS system. The Lender must provide the Homebuyer with the “FREE Coupon Code” so they may register on the “Finally Home!®” online counseling site, FREE of charge.

1. Obtaining a “FREE Coupon Code” for Homebuyer:

The online counseling course “Free Coupon Code” is generated electronically at the time a CHFA loan Reservation is completed by the Lender in the CHFA LOS system.

The Lender should check “YES” in the “Counseling Information” section of the Reservation page in LOS.

Detail of “Counseling Information” section on LOS. (For use on all loans requesting online counseling.)



2. Online “Counseling Information” screen:

Online counseling should ONLY be marked as “YES” for borrowers that will be completing their CHFA required Homebuyer Education online. Online counseling should be marked “NO” for borrowers who will be completing the Homebuyer Education requirement in a different format.

(All applicants that are not taking the Homebuyer Education class online are required to attend a traditional Homebuyer Education class with a CHFA/HUD approved counseling agency – see chfa.org/counseling class schedules for complete list of classes offered.)

AFTER the Reservation screen has been SAVED and SUBMITTED, a box with a “Coupon Code” will appear in the UPPER LEFT corner of the Reservation screen, below the loan number, as shown below.



3. Lenders provide applicant/s with “Free Coupon Code”

Homebuyers Registration Instructions Overview:

- To register for the class, Homebuyers will go to the [Homebuyer Education](#) page found on www.chfa.org, and click on the “Homebuyer Registration” button to register and begin the course.
- The Homebuyer will then be directed to Finally Home!® website page to begin the online Homebuyer Education course.
- The Homebuyer must follow the instructions to create their account.
 - **The Homebuyer will input the Coupon Code at the top of the checkout page to receive the course for free.** This will complete the registration process and allow the Homebuyer to begin the course.

Helpful Hints:

Below is a listing of helpful information about the online course that you may want to provide to borrowers:

- The Finally Home!® online course is comprised of seven modules that guide them through the home-buying process from start to finish. They must complete all the modules in order to receive the certificate of achievement.
- The course is designed to take between 4 - 6 hours to complete, however can be taken at their leisure. They may log in and log out as often as needed. Each time they log in they will be able to resume where they left off.
- The course is made up of videos, graphics, text and attachments to assist in the learning process. There are quizzes and tests throughout the course to ensure understanding. Homebuyers are not penalized if they do not pass a test, but will need to earn a 70% grade or better to move forward in the course.

Once the borrower has completed the course, the certificate of achievement will become available for download. Please advise borrowers to forward the certificate to the Lender for inclusion in the CHFA loan file.

If your borrower has any technical issues, please direct them to contact customer support at 1-(855)505-4700 or email: support@finallyhomecourse.com