



Serve your clients more effectively, build stronger communities, and advance your career with **NCHEC Certification**

Serving the needs of aspiring and existing homeowners is an ongoing challenge. NCHEC Certification helps you to meet that challenge and demonstrates your commitment to excellence in the field. NCHEC offers four certifications for homeownership practitioners and each meet the requirements of the National Industry Standards for Homeownership Education and Counseling.

Pre-purchase Homeownership Education

This training is designed to teach participants how to deliver a comprehensive homeownership education training in a group seminar or workshop format.

- ◆ Complete course, **HO229 Homebuyer Education Methods: Training the Trainer** or for those with five or more years of industry experience, **HO317 Homebuyer Education Methods: Training the Trainer, The Accelerated Version.**

Post-purchase Homeownership Education

This certification is recommended for counselors who facilitate post-purchase education seminars and workshops.

- ◆ Certification is achieved by completing the five-day course **HO247 Post-purchase Education Methods.**

NCHEC training is available through the NeighborWorks® Training Institute and place-based training events. To learn more about NCHEC certification requirements, view course descriptions, and training dates and locations visit, www.nw.org/ncheq/certification.

All certifications are valid for three years from the date of issuance.

Homeownership Counseling

This is a certification in one-on-one housing counseling. There are two training course requirements for this certification.

- ◆ Part I requires at least one year of one-on-one counseling experience along with completion of the five-day course, **HO250 Homeownership Counseling Principles, Practices and Techniques.**
- ◆ Part II is completion of the two-day course **HO109 Beginning to Intermediate Foreclosure Prevention** or evidence that other similar foreclosure prevention or loss mitigation training has been taken through another approved training entity.

Foreclosure Intervention and Default Counseling

This is an advanced level course designed for professionals with at least one year of specific foreclosure intervention counseling experience.

- ◆ Part I requires passing an online prerequisite exam before enrolling into the course, **HO345rq Foreclosure Intervention and Default Counseling Certification, Part I.**
- ◆ Part II requires completion of course, **HO307 Advanced Foreclosure: Case Study Practicum** or **HO320 Developing and implementing an Effective Foreclosure Program.**





Steps to Obtain NCHEC Certification

1. Upon completion of required training and successfully passing the accompanying exams with a minimum score of 80 percent, download the Application for NCHEC Certification from www.nw.org/nchec/certification. Return the completed and signed application to NCHEC.
2. NCHEC Certification meets the requirements under the National Industry Standards for Homeownership Education and Counseling. As part of the application process, you must sign and return the Code of Ethics and Conduct contained within the National Industry Standards documentation. To learn more about the National Industry Standards go to, www.homeownershipstandards.com.
3. Upon review and verification that you have met all training requirements, an NCHEC Certificate of certification will be issued. Certification is valid for three years from date of issuance.

NCHEC Certification Renewal

NCHEC certification is valid for three (3) years from date of issuance. To renew your NCHEC certification, submit the **Application for NCHEC Certification** along with the **NCHEC Continuing Education Verification Form**. In order to maintain a valid NCHEC Certification, practitioners must:

- ◆ Complete within three years from date of issuance, a minimum of 30 hours (10 hours per year) of continuing education units (CEUs) on homeownership topics such as pre- or post-homeownership education, counseling, foreclosure prevention, real estate or mortgage lending.
- ◆ Submit a signed National Industry Standards Code of Ethics and Conduct if one is not currently on file.

To learn more about NCHEC certification requirements, view course descriptions, and training dates and locations visit, www.nw.org/nchec/certification or call the NeighborWorks® Training Institute at 800-438-5547.

