



Howard Ghedia  
MFAA Accredited Mortgage Broker  
MFAA Certified Mentor

# Application for Mentoring in Mortgage Broking

## Two year Programme MFAA Approved



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## Application Overview

The information in this application will be used to enable Mentoring Brokers Group to assess your suitability to be a part of our Mentoring Programme.

We are only interested in mentoring brokers that are willing to learn and develop new skills in a systemic, structured way and who are committed to completing all the tasks and activities that form part of the Programme over the two (2) years.

Our reputation depends on your success, so we take our role very seriously. If accepted you will be required to submit weekly reports and complete case studies as required. Your first twelve (12) loan applications will need to be vetted by Mentoring Brokers Group and can only be submitted if Mentoring Brokers Group agree that they meet the minimum standards required.

The information in this application must be true and correct to the best of your knowledge. You will be asked to make a declaration to this effect. We reserve the right to contact any referees or training organisations to ascertain your suitability to the Programme.

**If you have any queries relating the completion of this application or our assessment of your application, please contact Howard Ghedia on 02 9899 5332.**

## Instructions:

1. Complete this form
2. Print completed form
3. Sign the Declaration on this form
4. Scan and email/fax completed form to [howard@mentoringbrokersgroup.com.au](mailto:howard@mentoringbrokersgroup.com.au) or 02 9680 2620

## How Coachable Are You?

Please circle the number that closely represents how true the statement is for you right now. Then score yourself using the scoring key. It is essential that you determine if you are at the place in your life and business where you are coach-able. This test helps your mentor, & you, to discover how coach-able you are... right now. *Please be honest with yourself!*

LESS>>>>MORE	TRUE STATEMENT
1 2 3 4 5	I can be relied upon to be on time for all calls and appointments
1 2 3 4 5	I return all phone calls within acceptable time frames
1 2 3 4 5	This is the right time for me to accept mentoring/coaching
1 2 3 4 5	I am fully willing to do the work and let the mentor/coach do the coaching
1 2 3 4 5	I keep my word without struggling or sabotaging
1 2 3 4 5	Now is the time for me to grow through personal change
1 2 3 4 5	I will make time to undertake self assessments and agreed assignments
1 2 3 4 5	I am prepared to try new concepts I may not feel comfortable about and report back the outcomes
1 2 3 4 5	I believe I am in 'sales' not finance
1 2 3 4 5	I want to develop better interpersonal relationships
1 2 3 4 5	I am prepared to set and accomplish S.M.A.R.T.** goals
	<i>(**Specific, Measurable, Agreed to, Realistic, Time-bounded Goals)</i>

1 2 3 4 5	I will tell the truth to myself and to my mentor
1 2 3 4 5	I want to achieve measurable results from mentoring
1 2 3 4 5	I feel that I am good at receiving feedback and adjusting to it
1 2 3 4 5	I am someone who can share the credit for my success with my mentor, by acknowledging myself
<b>TOTAL SCORE</b> (add up all the numbers to one total)	

## Scoring Key

<b>14-28</b>	Not very coach-able right now ( <i>we might need to chat before you fill in the application form</i> )
<b>29-42</b>	Coach-able, but make sure the ground rules are honored
<b>43-56</b>	Coach-able ( <i>please fill in the application form</i> )
<b>56-or over</b>	Very Coach-able, ask your Mentor to demand a lot from you ( <i>we match perfectly please continue</i> )



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## Quick for those who have already completed Cert IV in Mortgage Broking

The purpose of this quiz is to ascertain your retained knowledge now you have completed your qualification in Mortgage broking.

**Q1:** What does LVR stand for? .....

**Q2:** What does LMI stand for and when does it become applicable?  
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**Q3:** What is the difference between genuine and non genuine savings?  
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**Q4:** What does redraw on a loan mean?  
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**Q5:** What is the difference between Principal and Interest and Interest only loan repayments?

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**Q6:** What could be ONE valid reason a customer might choose to fix their interest rate?

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**Q7:** What does cross collateralization/securitization mean?

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**Q8:** Calculate the LVR: Property Value \$400,000; loan amount \$360,000? .....

**Q9:** Explain the difference between a Conditional Loan Approval and a Loan Pre-approval?

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# Self Skills Assessment

How confident are you in each of the following areas

Subject area	Confidence Level	What are your learning needs	Office use only
<b>Introduction to the Australian Mortgage Industry:</b>  History of the Industry; Licensing and Accreditation; Mortgage Broker Requirements; Finance and Real Estate Terminology; Industry Bodies and Related Organisations	Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/>		
<b>Lending Institutions and Loan Types:</b>  Banks; Credit Unions; Building Societies; Securitised Lenders; Non-Conforming Lenders; Owner Occupied Mortgage; Residential Investment Mortgage; Bridging Finance; Residential Business Loans; Self Managed Super Fund Loans; Family Pledge Loans; Personal Loans; Commercial Lending; Deposit Bonds; Lender Peripherals	Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/>		
<b>Loan Fundamentals:</b>  What Influences Interest Rates; Core Lending Products; Loan Features and Packages; Risk Management through Insurance; Negative Gearing	Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/>		

<p><b>Lending Fundamentals and Ethics:</b></p> <p>The Initial Assessment; The Five C's of Credit; Employment/Income Considerations; Qualifying Rates; Net Servicing Ratio (NSR); Loan to Value Ratio (LVR); Lender's Mortgage Insurance (LMI); Loan Serviceability Calculators; Statement of Position; Risks and Mitigants; Credit Reports; Non-Resident Lending; Ethical Considerations; Referral Agreements; Conflicts of Interest</p>	<p>Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/></p>		
<p><b>The Loan Process – From Interview to Settlement:</b></p> <p>Finance Broking Contracts; Preliminary Assessment; Client Needs Analysis; Not Unsuitable Test; Loan Application; Submission and Approval; Settlement; Roles of Each Party; Residential Mortgage Process Diagram; Record Keeping; Filing Systems; Finance Software; Commission Payments</p>	<p>Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/></p>		
<p><b>Calculation of Fees; Use of Grants and Concessions:</b></p> <p>Stamp Duty and Other Taxes; Miscellaneous Fees; FHOG; State-Specific Grants and Concessions</p>	<p>Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/></p>		
<p><b>Understanding Financial Statements and Corporate Entities:</b></p> <p>Tax Returns; Balance Sheets; Profit and Loss Statements; BAS Statements; Corporate Entities; Directorships; Shareholders</p>	<p>Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/></p>		
<p><b>Productivity and Marketing Skills:</b></p> <p>Now You Are a Mortgage Broker; Time Management Strategies; Goal Setting Techniques; Effective Communication; Prospecting for Mortgage Business; Prospect Enquiry Strategies; Interviewing Techniques; Client Retention Program</p>	<p>Low <input type="checkbox"/> Medium <input type="checkbox"/> High <input type="checkbox"/></p>		



I, \_\_\_\_\_ (please insert full name), present this application to Mentoring Brokers Group to assess my suitability to be mentored by Mentoring Brokers Group. I note that by completing this application, it does not authorise me to provide finance broking activities under Mentoring Brokers Group. Completion of this application does not guarantee Credit Representative status with Mentoring Brokers Group and in no way am I linked to Mentoring Brokers Group until my application is approved and agreements are signed between myself and Mentoring Brokers Group

### PART 1 - ALL PARTS MUST BE COMPLETED

Applicants Full Name			
Applications Residential Address			
Applicant's Driver's Licence Number		Licence Expiry Date	
Applicant's date of birth		Australian Resident	Yes/No
Applicant's Business Name			
Business ABN			
Business Address			
Mailing Address			
Telephone		Facsimile	
Mobile			
Email Address			



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**PART 2 – ALL PARTS MUST BE COMPLETED**

What is your current role?

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How long have you been in that role?

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What has been the BEST part of the role?

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What has been the WORST part?

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Have you been involved in a sales environment previously?

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What types of industries have you been involved in previously?

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Do you have any lending experience, If YES; how long and details please

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What brought you into the mortgage broking industry?

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Why would you like to become a Mortgage Broker?

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Have you applied for any professional memberships e.g. MFAA,COSL as yet

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Have you completed Certificate IV or Diploma in Finance- *please indicate which one*

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Did you do face-to-face or online training?

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Date of completion .....

What is the name of the registered training organization that conducted your mortgage training

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What other qualifications do you hold?

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Do you intend to be a mortgage broker part-time or full-time.

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If part time; what other activities will you be engaged in whilst broking

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What are your income expectations?

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Do you need to keep your current job whilst you are getting up and running or have you allowed for the "cash gap"?

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How many days/hours per week do you intend to dedicate to your mortgage broking business

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What would your expectations be from your mentor?

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What type of professional development do you expect?

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What are you passionate about?

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What motivates you?

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Please provide the contact details of two Business referees that can vouch for you

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## About your Future Mortgage Broking Plans

Please provide a brief outline of your proposed mortgage business (*eg. type of business, staffing and other resources, geographical and lending areas of specialisation*).

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What current and future goals do you have for your mortgage business?

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Annual mortgage broking income goals?

Year One

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Year Two

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Year Three

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Which Australian Credit Licence (ACL) Holder will you be applying for Credit Representative (CR) status?

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Please provide the name, position and contact details of the ACL Holder Representative you are dealing with?

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If your ACL Holder is NOT an Aggregator/Franchise, who will be your Aggregation/Franchise Group?

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Please provide a brief explanation of your reasons for applying to Mentoring Brokers Group for Mentoring?

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## Declaration and Consent

Have you within the last 10 years:

	YES / No
Been refused the right or restricted in the right to carry on any trade, business or profession for which a specific licence, registration or other authority is required or granted by law?	
Been refused the right or restricted in the right to carry on any trade, business or profession for which a specific licence, registration or other authority is required or granted by law?	
Been known by any name or alias other than the name shown in Part 1 of this application?	
Been known by any name or alias other than the name shown in Part 1 of this application?	
Directed, advised or carried on business under any other name than the names shown Part 1 of this application?	
Been convicted of any offence, other than a traffic offence, in the State/Territory or elsewhere	
Been declared bankrupt?	
Have you ever had any complaints or lawful actions/ legal Proceedings taken against you by clients, partners, directors or any other interested party?	
Have you had any party make an enquiry to ASIC as to your good standing as a fit and proper person?	
Are you aware of any reason that a lender would not offer you accreditation?	

If you have answered YES to any of the above questions, please provide details below

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I declare that the information contained in this application is true and correct to the best of my knowledge. I agree to notify Mentoring Brokers Group if my circumstance change between the time of this application and its acceptance by contacting Mentoring Brokers Group on 02 9899 5332 or via email at [howard@mentoringbrokersgroup.com.au](mailto:howard@mentoringbrokersgroup.com.au)

I acknowledge that the application process with Mentoring Brokers Group for mentoring will take up to 14 days as long as all information requested has been provided.

Upon request, I will forward any additional information required to Howard Ghedia of Mentoring Brokers Group. Failure to provide this additional information may affect my application.

I give permission to Mentoring Brokers Group to investigate that the details I have provided are true and correct. I give permission for Mentoring Brokers Group to contact my referees for the purpose of ascertaining my suitability as a Mortgage Broker.

Full Name .....

Signature .....

Date .....



**Please forward your completed Application to Howard Ghedia of Mentoring Brokers Group**

PO BOX 7173, Baulkham Hills NSW 2153

Fax: 02 9680 2620 / Email: [howard@mentoringbrokersgroup.com.au](mailto:howard@mentoringbrokersgroup.com.au)

**If your Application is successful, we will require copies of the following supporting documentation prior to Exchange of Contracts:**

- Police Check (*no older than 6 months*)
- Credit Check (*no older than 6 months*)
- PI Insurance Certificate (*minimum cover \$2 million*)
- MFAA Compliance Pack Certificate of Successful Completion (*201-A*)
- Drivers Licence
- Letter of Intention to Appoint issued by your ACL Holder
- COSL Membership Certificate
- Completed MFAA Application for Membership, including Mentor Nomination page
- Resume/CV

**Approvals (office use only)**

Signed for and on behalf of **Howard Ghedia of Mentoring Brokers Group**

Name of person signing:

Date:

Comments:

**Approved/Not approved**

Applicant informed of outcome

Appeal pending                      YES/ NO/ Not Applicable