



The National Voice of the State Credit Union System

NASCUS Examiner Certification Application Form

Please answer all information accurately and completely. Please email completed application to:
Liz Evans at levans@nascus.org

(Please Print or Type)

Level of Certification applied for:

Certified State Credit Union Examiner (CSCUE)

Certified State Credit Union Examination Supervisor (CSCUES)

Examiner Full Name (will be displayed on certificate):

Professional Information

Title: _____

Organization Name: _____

Street Address 1: _____

Street Address 2: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ E-mail Address: _____

Employment Date: _____ Length of Service in Current Position: _____



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Professional Training
(A separate page may be attached)

<u>Course Name</u>	<u>Check if Completed</u>	<u>Approximate Date</u>
NASCUS Orientation Correspondence Course	<input type="checkbox"/>	
NCUA New Examiner Step 1B	<input type="checkbox"/>	
NCUA New Examiner Step 3	<input type="checkbox"/>	
NCUA New Examiner Step 5	<input type="checkbox"/>	
NCUA New Examiner Step 7	<input type="checkbox"/>	
NCUA New Examiner Step 9	<input type="checkbox"/>	
NCUA Capital Markets I	<input type="checkbox"/>	
NCUA Capital Markets 2	<input type="checkbox"/>	
NCUA Capital Markets 3	<input type="checkbox"/>	
NCUA Capital Markets 4	<input type="checkbox"/>	
NCUA Consumer Compliance I	<input type="checkbox"/>	
NCUA Consumer Compliance II	<input type="checkbox"/>	
NCUA Consumer Compliance III	<input type="checkbox"/>	
NCUA Consumer Lending	<input type="checkbox"/>	
NCUA Fraud	<input type="checkbox"/>	
NCUA Examination Issues Forum	<input type="checkbox"/>	
NCUA Introduction to Member Business Lending	<input type="checkbox"/>	
NCUA Introduction to Residential Mortgage Lending	<input type="checkbox"/>	
NCUA IS&T 1	<input type="checkbox"/>	
NCUA IS&T 2	<input type="checkbox"/>	
NCUA Problem Resolution	<input type="checkbox"/>	
NASCUS Webinars	<input type="checkbox"/>	
NASCUS Member Business Lending School (Basic)	<input type="checkbox"/>	
NASCUS Member Business Lending School (Intermediate)	<input type="checkbox"/>	
NASCUS Annual School for State Credit Union Examiners	<input type="checkbox"/>	
NASCUS Intermediate IS&T	<input type="checkbox"/>	
NASCUS Leadership and Policy Forum	<input type="checkbox"/>	
NASCUS Member Business Lending School (Intermediate)	<input type="checkbox"/>	
NASCUS Member Business Lending School (Advanced)	<input type="checkbox"/>	
NASCUS Summit	<input type="checkbox"/>	



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Please list other training courses that the examiner has taken at other institutions, interagency training and or FFEIC training along with a course description or agenda.

Other Information:

(Please furnish any additional information that you feel provides evidence of the successful completion of appropriate coursework or its equivalent, appropriate on-the-job experience, and/or satisfactory performance of key skill areas required at the level of certification for which you are applying. A separate page may be attached.) If you wish to be grand fathered into the program, please provide evidence that you meet the grand fathering requirements here and indicate which courses you wish the Certification Subcommittee to waive.

By signing below, I hereby declare that all information provided in this application is accurate and true. I also agree to indemnify and hold harmless the National Association of State Credit Union Supervisors, its trustees, officers, employees, agents and representatives, for all acts pursuant to the Certification Program and this application other than those adjudicated by a court of competent jurisdiction to have been grossly negligent or to constitute willful misconduct.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Name of State Agency: _____



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ATTESTATION FORM

To be completed by applicant's superior

APPLICANT:

CERTIFICATION LEVEL APPLIED FOR:

Numerical Rating

Rate the applicant on a scale of 1 to 5 (1 = poor, 3 = average, 5 = superior) for each of the following four categories:

Technical

Rating:

Ability to understand, collect and organize data, and to employ the automated tools utilized in the examination process.

Conceptual

Rating:

Ability to draw sound conclusions from data and information collected within the examination process.

Legal/Compliance

Rating:

Demonstrated knowledge of applicable laws/regulations and ability to apply knowledge to the examination process.

Interpersonal Relations

Rating:

Ability to communicate and work effectively with others to achieve common goals.



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Examiner Competencies

Level I: Certified Credit Union Examiner

- Knowledge of financial, accounting and auditing principles and practices.
 - Knowledge of state and federal laws and regulations as they affect state-chartered credit unions.
 - Knowledge of the operations of credit unions.
 - Limited knowledge of the principles and techniques of effective supervision and training.
 - Ability to perform detailed work using financial, accounting and loan portfolio/appraisal data.
 - Ability to effectively analyze operations, investments and loan portfolios of credit unions.
 - Ability to direct the activities of other examiners to complete assigned work in a timely manner.
 - Ability to use a calculator, personal computer and related office equipment.
 - Ability to establish and maintain effective working relationships with examiners, credit union employees, board members and management.
 - Ability to communicate orally and by writing effectively and to prepare clear and concise reports.
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Level II: Certified Credit Union Examiner Supervisor

- Thorough knowledge of financial, accounting and auditing principles and practices.
- Thorough knowledge of state and federal laws and regulations as they affect state-chartered credit unions.
- Extensive knowledge of the operations of credit unions.
- Working knowledge of the principles and techniques of effective supervision and training.
- Extensive ability to perform detailed work using financial, accounting and loan portfolio/appraisal data.
- Extensive ability to effectively analyze operations, investments and loan portfolios of credit unions.
- Ability to supervise the activities of other examiners to complete assigned work in a timely manner.
- Ability to train and mentor new examiners.
- Ability to use a calculator, personal computer and related office equipment.
- Ability to establish and maintain effective working relationships with examiners, credit union employees, board members and management.
- Ability to communicate orally and by writing effectively and to prepare clear and concise reports.



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Narrative Support for Assigned Ratings and Examiner Competencies

Briefly state the basis for and meaningfully support each of the assigned rating and consider the examiner competencies when writing the narrative support. (A separate page may be attached.)

Lined area for writing narrative support.

I, the undersigned, recommend the named individual for the _____ level of certification. (Note: By signing this document, the undersigned attests to the fact that all representations made in the document are accurate and true.)

Supervisor Signature: _____
Supervisor Name Printed: _____
Supervisor Title: _____
Date: _____
Telephone No.: _____
Signature of Agency Administrator: _____



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Continuing Education

(A separate page may be attached)

Course Name

Approximate Date

NASCUS Course Offerings

- Annual School (28)
- Leadership and Policy Forum (24)
- Compliance Red Flags
- Information Technology Series (12 to 32)
- Member Business Lending Series
- Webinars

NCUA Course Offerings

- NCUA Level 2 (60)
- NCUA Level 3 (27)
- NCUA Level 4 (60)
- NCUA Level 5 (27)
- Advanced Member Business Lending: (18)
- Capital Markets 1, 2, 3 or 4: (18)
- Consumer Compliance Regulation: (18)
- Consumer Lending: (18)
- Effective Writing for Examiners: (12)
- Electronic Payment Systems: (18)
- Essential Communication Skills: (22)
- Examination Issues Forum: (18)
- Fraud Detection and Prevention: (18)
- Impact Presentations: (18)
- Introduction to Member Business Lending: (18)
- Intro to Residential Mortgage Lending: (18)
- Problem Resolution: (18)

On separate sheet, please list other courses completed. Please provide the date of the class and a copy of the agenda. The list above is not



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By signing below, I hereby declare that all information provided on this form regarding continuing education is accurate and true. I also agree to indemnify and hold harmless the National Association of State Credit Union Supervisors, its trustees, officers, employees, agents and representatives, for all acts pursuant to the Certification Program and this document other than those adjudicated by a court of competent jurisdiction to have been grossly negligent or to constitute willful misconduct.

Signature: _____ Date: _____

Printed Name: _____

Title: _____

Name of State Agency: _____