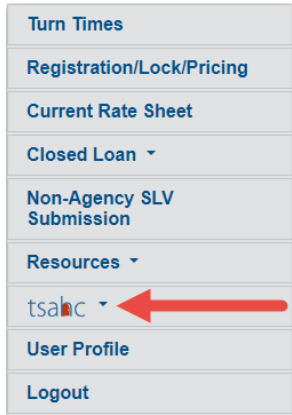
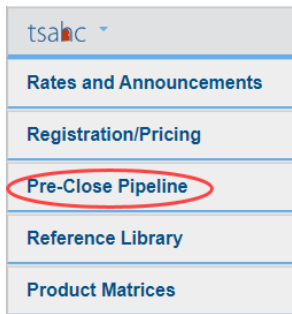


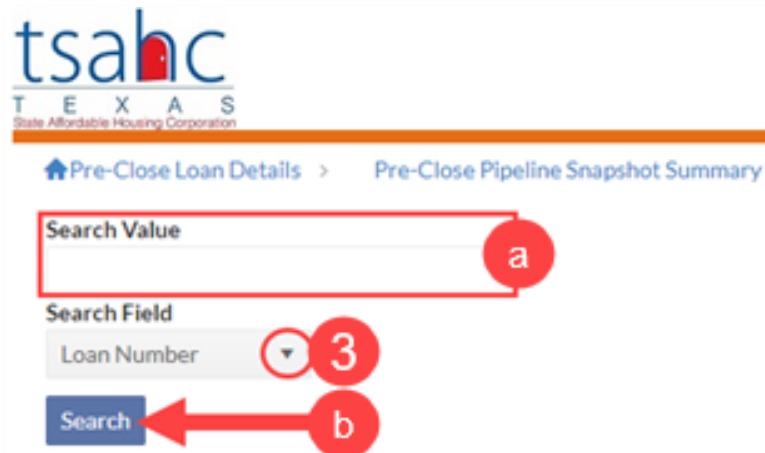
1. After logging into the system, click the **TSAHC logo** in the left navigation pane.



2. Under the **TSAHC logo**, click **Pre-Close Pipeline**.



3. Using the **Search Field** drop-down menu, select **Loan Number** or **Last Name**.
 - a. Enter your loan number or the borrower's last name in the **Search Value** field.
 - b. Click **Search**.



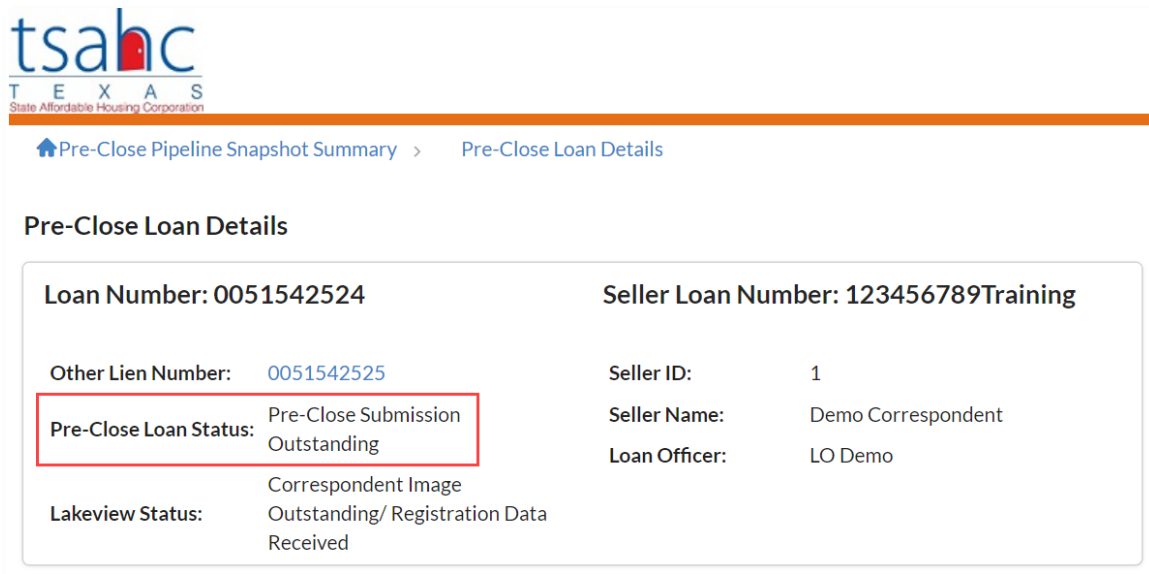
4. Select your loan from the **Search Results** to open your loan file.

Note: The **Search Results** screen only shows 25 loans per page, so you may need to continue to the next page to locate your loan.

Search Results			
Loan Number	Seller Loan Number	First Name	Last Name
0051542524	123456789Training	Buffy	Summers
0051542525	123456789TrainingS	Buffy	Summers

5. View your **Pre-Close Loan Status** to determine your TSAHC loan status.

Note: The **Lakeview Status** is the status used by the program administrator.



The screenshot shows the TSAHC (Texas State Affordable Housing Corporation) interface. At the top, there is a navigation bar with a home icon, "Pre-Close Pipeline Snapshot Summary", and "Pre-Close Loan Details". Below this is the "Pre-Close Loan Details" section. It contains two columns of information. The left column shows "Loan Number: 0051542524" and "Other Lien Number: 0051542525". The right column shows "Seller Loan Number: 123456789Training", "Seller ID: 1", "Seller Name: Demo Correspondent", and "Loan Officer: LO Demo". A red box highlights the "Pre-Close Loan Status" field, which has the value "Pre-Close Submission Outstanding". Below this, the "Lakeview Status" is listed as "Correspondent Image Outstanding/ Registration Data Received".



Next Steps

Status	Next Step
Registered, Lock or Float	Upload Pre-Close checklist documents.
Pre-Close Package Received	TSAHC will review within 1-2 business days.
Pre-Close Review in Process	TSAHC will review within 1-2 business days.
Pre-Close Review Suspended	Documentation incomplete: <ul style="list-style-type: none">View the Conditions tab to determine what is needed. Note: View the How to Clear Conditions video or job aid for more information.
Pre-Close Approved	TSAHC Committed = Cleared to Close: <ul style="list-style-type: none">The commitment letter is available in the Images tab of the file.The post-close documents are available in the Forms tab of the file. Once the file is delivered to Lakeview, you can review it in Lakeview's Closed Loan Portal for post-close status updates.

