

ABA Compliance School - Foundational

October 18, 2021–November 3, 2021

COURSE CATALOG

The mission of the Foundational Compliance School is to provide the fundamental knowledge and training necessary for professionals working in bank compliance. The school focuses on comprehensive instruction in core federal banking laws and regulations. Courses are designed to furnish a basic, technical foundation so that students are able to develop and maintain an effective compliance program and support business initiatives.

Courses included in this catalog will be offered virtually as a mix of live and on-demand sessions.

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Appraisals

Length: 1.5hrs

(On-Demand)

Course Summary:

This course will enable students to gain a greater understanding for the rules and regulations surrounding appraisals and evaluations. Time will be spent reviewing regulatory exemptions as well as interagency guidelines.

Course Objectives:

Upon completion of this course students will be able to:

- Define the elements of an appraisal
- Differentiate between an appraisal and an evaluation
- Review regulatory exemptions
- Substantive review of interagency guidelines

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

BSA and USA PATRIOT Act

Length: 2hrs

(Live)

Course Summary:

This course profiles the background, purpose, coverage and enforcement of the Bank Secrecy Act (BSA), as updated by the new components required by the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism (USA PATRIOT) Act of 2001, along with other anti-money laundering considerations.

Course Objectives:

- Understand the background of the Bank Secrecy Act and USA PATRIOT Act.
- Understand the reporting requirements and the exemptions to reporting.
- Review the recordkeeping requirements, including those for funds transfer.
- Understand the BSA program requirements.
- Discuss verification of identity standards under the USA PATRIOT Act.
- Understand the customer due diligence requirements, including beneficial ownership
- Understand the requirements for suspicious activity reporting.

Course Name

Community Reinvestment Act (CRA) – Regulation BB
Small /Intermediate Bank
Length: 1.5hrs
(Live)

Course Summary:

The Community Reinvestment Act (CRA) encourages banks to respond to credit needs in their communities. The implementing regulation prescribes different methodologies to assess a bank's performance in meeting this objective, including a streamlined examination for community banks that meet the definition of a small bank. The small bank definition is two-tiered asset-based regulatory definition.

The course highlights key concepts, the applicable technical rules, the examination process and performance management strategies. The course also provides guidance, reference resources and tools, you can use in the bank's your efforts to help identify and responded to community credit needs.

Course Objective:

- Identify criteria for the streamline performance assessment methodology for banks defined as a small bank in the regulation, i.e., small bank and intermediate small bank.
- Review technical requirements for small and intermediate small banks
- Outline performance standards and ratings for CRA examinations of small and intermediate small banks.
- Discuss CRA performance management strategies for meeting regulatory expectations

Course Name

Community Reinvestment Act (CRA) – Regulation BB
Large Bank
Length: 1.5hrs
(Live)

Course Summary:

This course highlights the purpose of the Community Reinvestment Act, identifies key CRA concepts examiners consider in evaluating bank CRA performance, covers CRA regulatory and reporting requirements, and describes types of examinations approaches and performance ratings examiner use. The course also provides guidance and resources you can use in your efforts to help identify community lending, investment, and service needs and how you might help meet some of those needs.

Course Objective:

- Identify Key concepts for assessing CRA performance.
- Learn the regulatory and data reporting requirements.
- Review performance standards for large bank CRA examinations; identify and briefly discuss the CRA tests for small, limited purpose, wholesale, and strategic plan banks.
- Discuss importance of internal communication and monitoring procedures for CRA activities.
- Discuss the impact of internet banking on a bank's CRA performance.

Course Name

Credit Card Compliance

Length: 1.5hrs

(Live)

Course Summary:

This introductory course provides students with an overview of the requirements of significant regulations specific to Credit Cards. While many of these requirements are addressed elsewhere in the Compliance School core curriculum, there will be a particular emphasis on applying them to Credit Card products

Course Objectives:

- Identify and describe specific credit card disclosures, understand credit card advertising requirements, and know the limitations on the issuance of credit cards.
- Learn about the use of pre-screened applications for credit as defined by the FCRA.
- Gain an understanding of unfair or deceptive practices and how to avoid them.
- Learn about the requirements of the Telemarketing Sales Rule, the National “Do-Not-Call” list, and the application of the “established business relationship” exemption.
- Gain an understanding of the Customer Identification Program (CIP) requirements of the USA PATRIOT Act as they apply to Credit Card products.
- Students will be exposed to Community Reinvestment Act for credit card issuers and examination ratings.
- Learn about the requirements of the Fair Debt Collections Practices Act.

Course Name

Electronic Funds Transfer Act (EFTA) and Regulation E

Length: 3.5hrs

(Live)

Course Summary:

This course reviews the fundamental requirements of the Electronic Funds Transfer Act (EFTA) and Regulation E, with examples of dispute resolution application and checklists. The EFTA of 1978 is intended to protect individual consumers engaging in electronic fund transfers (EFTs).

Course Objective:

- Coverage and key definitions of the regulation will be presented as a foundation for strong compliance.
- The participants will learn about bank and customers' rights and responsibilities with regard to:
 - Consumer disclosures,
 - Issuance of access devices,
 - Unauthorized transfers or other Regulation E errors,
 - Preauthorized transfers, and
 - Other general regulatory requirements.
- Review timing and disclosure responsibilities relative to error resolution procedures along with discussion of dispute examples to solidify compliance professionals' understanding.
- The Board amended Regulation E to add prohibitions from charging overdraft fees for ATM and one-time point of sale (POS) transactions unless the consumer affirmatively consents. Additional disclosures and procedures are necessary to ensure compliance.
- The Board also added a new section to restrict fees and expiration dates on gift cards, and to require that gift card terms be clearly stated.
- Update on recent and pending regulatory changes.
- Review requirements for Foreign Remittance Rule

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name:

Elements of a Compliance Program

Length: 2hrs

(On Demand)

Course Description:

This course covers the basic elements that virtually every bank's compliance program should include, regardless of size or location of the bank. It will also describe risk-based management approaches. Necessary elements of a successful program include board and senior management oversight; defined, communicated and enforced accountability; necessary policies and procedures; training strategies; internal and external monitoring and auditing requirements; and, examination management techniques.

Course Objectives:

- Students will understand the key elements that form the foundation of a sound and effective compliance program.
- Students will learn ideas and examples of various ways that each of these elements can be integrated into compliance programs for banks of varying sizes, resources, geographies and business activities.
- Students will learn how to document and present their compliance programs to various constituencies such as senior management, Board of Directors and regulatory examiners.

Course Name

Equal Credit Opportunity Act (ECOA) &
Introduction to Fair Lending (Regulation B)
Length: 1.75hrs
(Live)

Course Summary:

This course delineates the major aspects of ECOA/Reg B from application taking through underwriting and evaluations, to notice and record-keeping requirements. The basic requirements of the Fair Housing Act (FHA) and Fair Lending are also discussed.

Course Objective:

- Examine the purpose, scope of coverage and requirements of the Equal Credit Opportunity Act, Regulation B, and the FHA
- Distinguish between appropriate and discriminatory application processing practices
- Examine judgmental and statistical scoring credit evaluation systems
- Explain spousal co-signature requirements
- Discuss requirements concerning notifications of actions taken on credit applications, and difference in rules applicable to consumer, small business and other business applicants
- Review notice, record-keeping, appraisals and other substantive requirements of Regulation B
- Cover the basic concepts of fair lending

Course Name

Expedited Funds Availability Act (EFAA) - Regulation CC

Length: 1.25hrs

(Live)

Course Description:

This course covers basic provisions of Regulation CC, which implements the Expedited Funds Availability Act. The presentation focuses primarily on the provisions of the regulation that affect customer-contact functions, including maximum check hold periods, exceptions to the statutory hold periods and various disclosures required by the regulation. We'll also look briefly at the check processing system as regulated by Reg. CC, Check 21, and remotely created checks.

Course Objectives:

- Explain the purpose of Reg CC
- Define key terms used in the regulation
- Differentiate between using next day availability and availability schedules
- Explain the timing requirements for exceptions
- List the necessary disclosures and describe the requirements for each
- Describe the endorsement standards for checks
- Explain the responsibilities of various parties for ensuring the expedited return of checks
- Explain the Check 21 legislation and describe the expedited re-credit rights of consumers
- Discuss the transfer and presentment warranties related to remotely created checks.

Course Name

Fair Lending
Length: 1.25hrs
(Live)

Course Summary:

This course is designed to highlight fair lending in the context of existing laws and regulations and explain the breadth and depth of fair lending risk that exists within an institution's lending function. It is important for compliance officers and all lending staff to understand fair lending concerns and the importance of legal non-discriminatory policies, procedures, and actual practices that define an institution's interaction with loan applicants and borrowers throughout a given loan life cycle, and how to monitor compliance.

Course Objectives:

- Identify key laws and regulations
- Describe types of discrimination
- Determine fair lending coverage
- Describe the Interagency FL Examination Procedures
- Identify key fair lending analysis terms
- Describe types of fair lending analyses
- Identify fair lending HMDA implications
- Identify fair lending Community Reinvestment Act implications
- Describe a fair lending risk assessment process

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Fair Credit Reporting Act (FCRA) – Regulations V & FF

Length: 2hrs

(Live)

Course Summary:

This course will describe the Fair Credit Reporting Act (FCRA), explain its primary goals and discuss consumer rights protected by the act. It will provide important definitions under FCRA and outline exceptions as well. The course will discuss how banks and financial institutions establish and implement policies and procedures to ensure the protection of consumers' rights.

Course Objectives:

- Understand what a consumer report is and how its use is limited
- Understand the bank's responsibilities as a user of consumer reports
- Learn other ways the Fair Credit Reporting Act impacts a bank's operations

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Flood Disaster Protection Act (FDPA)

Length: 2hrs

(Live)

Course Summary

This course familiarizes the participants with the requirements of federal regulations which apply to real estate lending. Students will gain an understanding of national flood insurance regulations and requirements including the application of Federal Financial Institutional Examination Guidance, National Flood Insurance Program, and Official Questions and Answers as applicable.

Course Objectives:

Learn how to comply with the mandatory requirements for flood insurance:

- Covered loans
- Applicable flood zones
- Insurance minimums
- Disclosure requirements
- Forced Placement Requirement
- Mandatory Escrow Requirement
- Potential Detached Structure Exemption

Course Name

Home Mortgage Disclosure Act (HMDA – Regulation C)

Length: 3.25hrs

(Live)

Course Summary

This course is a detailed description of Regulation C which implements the Home Mortgage disclosure Act (HMDA). Through lecture and group discussion, students will become acquainted with the specific requirements of the regulation. The importance of management's involvement will also be discussed.

Course Objective

- Determine whether an institution is covered by HMDA.
- Identify which transactions are subject to HMDA.
- Properly complete a Loan Application Register (LAR).
- Identify additional disclosure and reporting requirements of HMDA.
- Judge the importance of management's involvement.

Course Name

Insider Loans - Regulation O

Length: 1.75hrs

(On Demand)

Course Summary:

The course covers basic provisions of Regulation O, which governs loans that a bank makes to its insiders (i.e. executive officers, directors, principal shareholders, and their related interests). The presentations will explain who the regulation applies to and the manner in which its provisions apply to various insiders. The course also includes discussion of the bank's reporting and recordkeeping requirements.

Course Objective:

- Understand which transactions are covered by the regulation.
- Know the restrictions placed on loans made to insiders and their related interests.
- Understand the reporting requirements Regulation O places upon insiders and financial institutions.
- Awareness of some of the more common violations of the regulations.

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Navigating Laws, Rules and Regulations

Length: 1.5hrs

(Live)

Course Summary:

The course will equip new compliance professionals with skills to better understand and research various laws and regulations. Participants will learn the format and structure of laws, regulations, and interpretive materials. The legislative and regulatory process used by the federal government will be discussed to provide a general framework for understanding where various laws originate and how they are developed and modified into regulations. The course will also offer some general research tips and techniques.

Course Objective:

- Understand the development of a law from the point of an impetus for its passage through its signing by the President. They will also be exposed to the processes regulators use to develop and implement regulations to fulfill the intent of laws passed by Congress.
- Learn how laws and regulations are structured and modified to enable them to better research laws and regulations.
- Know the structure of the various regulatory agencies and understand which agencies supervise which banks.
- Students will be provided with some general research suggestions and techniques.

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Office of Foreign Assets Control (OFAC)

Length: 1.25hrs

(On Demand)

Course Summary:

This course will provide an overview of Office of Foreign Assets Control sanctions requirements and the types of compliance programs banks should establish. The course will cover specially designated nationals, blocked accounts, licenses and other key provisions relevant to Office of Foreign Assets Control compliance. The course also will cover other sanctions programs that banks need to know and will offer suggestions for developing compliance programs.

Course Objectives:

- Provide a basic understanding of economic sanctions compliance requirements and how they impact banks
- Explain the basics for handling matches with sanctioned persons and reporting to the government
- Provide the basic steps needed to develop sanctions compliance programs

Course Name

Privacy and Information Sharing

Length: 3hrs

(Live)

Course Summary:

Banks gather and store tremendous amounts of customer information in the course of business. How that information is collected, maintained and used is subject to various regulations, including FCRA and Privacy. This course discusses the fundamental issues of compliance with these rules regarding the collecting, sharing and reporting of customer information with third parties and affiliates.

Course Objective:

- Understand consumer reports and how banks may use them.
- Understand historical development of the right to privacy
- Understand the consumer's privacy rights with regard to third parties and affiliates
- Understand the disclosure requirements
- Understand the requirements before providing a consumer's information to the federal government

Course Name:

Regulation D
Length: .75hr
(On Demand)

Course Summary:

This course reviews the fundamental requirements of Regulation D. We will review the types of accounts defined in the regulation, as well as the limits on transfer activity from savings and money market deposit accounts. The accounting and reserve requirement calculations of Regulation D are not covered.

Course Objectives:

To enable students to comprehend and practically apply the following to their daily responsibilities:

- Key definitions in the regulations
- Limitations on transfers from savings accounts
 - What's counted
 - What's not counted
 - Enforcement
 - Penalties
- Policy implications
- Issues "On the horizon"

Course Name:

Truth in Savings Act (TISA) and Regulation DD

Length: 1.5hrs

(On Demand)

Course Summary:

This course introduces the student to the provisions of Regulation DD (Reg DD) and the Truth in Savings Act, which govern a financial institution's presentation of its deposit accounts to consumers. Through lecture, group discussion and review of sample advertisements, students will become familiar with requirements for disclosures, periodic statements, payment of interest, advertising, record retention, enforcement, and electronic communications.

Course Objectives:

- Become familiar with key requirements of Reg DD, such as:
 - the purpose of the regulation
 - background and recent events related to Reg DD
 - key definitions
 - relation of overdraft services to Reg DD
- Identify which customers and which accounts are subject to the requirements of Regulation DD.
- Recognize which disclosures must be given to customers during the life-cycle of a deposit account: i.e. advertising, account opening, subsequent to the account opening, to include periodic statements.
- Identify deposit advertising "trigger" terms, become familiar with the disclosures that must be made when "trigger" terms are used, and gain exposure to other advertising requirements

Course Name

Truth in Lending Act (TILA) Closed-End Credit - Regulation Z

Length: 5hrs

(Live)

Course Summary:

This introductory course provides students with an overview of the structure and core requirements of the closed-end credit provisions of Regulation Z, as well as exercises to aid in complying with the regulation.

Course Objectives:

- Learn about the structure, coverage and contents of Regulation Z.
- Identify and describe which credit transactions are subject to Regulation Z.
- Learn what is included in the finance charge and amount financed.
- Understand the difference between annual percentage rates and interest rates.
- Review the timing and format of disclosures applicable to common and specialized loan transactions.
- Review the core disclosure requirements for closed-end credit.
- Learn the core ability-to-repay/Qualified Mortgage (QM) rules, HPML, ARM, HOEPA, and right of rescission requirements.
- Learn the requirements of Loan Officer Compensation and servicing rules.
- Learn the requirements of the TILA-RESPA Integrated Disclosures (TRID) rule.

Course Name

Truth in Lending Act (TILA) Open-End Credit - Regulation Z

Length: 1.25hrs

(Live)

Course Summary:

This introductory course provides students with an overview of the structure and core requirements of Regulation Z, as it relates to revolving credit. Credit card specific issues will be covered in the Credit Card Compliance class.

Course Objectives:

- Learn about the structure and contents of Regulation Z.
- Identify and describe which credit transactions are subject to Regulation Z.
- Learn how to calculate the finance charge and amount financed.
- Understand the difference between annual percentage rates and interest rates.
- Review the timing and format of disclosures applicable to common and specialized loan transactions.
- Review the core disclosure requirements for open-end and closed-end credit.

Course Name

Real Estate Settlement Procedures Act (RESPA) – Regulation X

Length: 1.5hrs

(Live)

Course Summary:

This course familiarizes the students with the requirements of the Real Estate Settlement Procedures Act (RESPA) and its implementing regulation, Reg X. The course includes instruction on the covered real estate related disclosure requirements and the anti-kickback provisions. Students will be instructed on accurate preparation of affiliated business arrangement disclosures, servicing transfer disclosures, in addition to identifying and making special required disclosures of settlement service providers, and identifying and preventing situations that constitute illegal transactions or “kickbacks” in accordance with RESPA’s Section 8 strict prohibitions. Escrow accounting and servicing will be a primary focus of the course.

Course Objective:

- Determine the strategic implications and residual RESPA disclosures following implementation of CFPB’s TRID rules, including the still important definition of a federally related mortgage loan.
- Identify which transactions that remain subject to RESPA and the disclosures that must be provided in compliance with Reg X for each of those transaction types.
- Understand Reg X’s escrow requirements including initial escrow deposits, aggregate accounting and analysis, escrow statements’ content and timing rules and treatment of an escrow balance surplus, shortage or deficiency.
- Fully understand the complex and broad restrictions on any services related to federally related mortgage loans under RESPA’s Section 8 prohibitions.

ABA FOUNDATIONAL COMPLIANCE SCHOOL
COURSE ABSTRACT

Course Name

Servicemembers Civil Relief Act (SCRA) and the Military Lending Act (MLA)

Length: 1.75hrs

(On Demand)

Course Summary:

This session will cover the basic requirements of the Servicemembers Civil Relief Act (SCRA) including the protections for servicemembers and what banks must do to comply.

The course also will cover the Military Lending Act (MLA) regulations and how it protects servicemembers and their families. While the two regulations both protect servicemembers, there are key differences which will be reviewed, including the different steps banks have to take to identify customers who are eligible. And, we'll provide the foundation for a good compliance program.

Course Objectives:

- Learn about regulatory history, framework and requirements related to SCRA and MLA.
- Understand who is covered under SCRA, who is covered under MLA, and how to identify who's covered.
- Identify some key elements for compliance – and where there are potential pitfalls.

Course Name

Unfair, Deceptive or Abusive Acts or Practices (UDAAP) – and Fair Debt Collection Practices Act (FDCPA)

Length: 2hrs
(Live)

Course Summary:

This session will summarize recent regulatory advisories and cases regarding unfair, deceptive or abusive acts or practices for financial institutions. Risks in this area will be discussed, including requirements dealing with unfair, deceptive or abusive acts or practices. Some recent case examples and accompanying regulatory consequences will be highlighted and potential controls and compliance program components to help address this ever-expanding area will be explored.

Course Objectives:

- Learn about regulatory policy statements and advisories as well as the legal framework related to unfair, deceptive or abusive acts or practices.
- Specific types of and risks related to unfair, deceptive or abusive acts and practices will be examined.
- Examples of practices and activities alleged or found to be unfair, deceptive or abusive leading to regulatory enforcement actions will be reviewed.
- Students will be exposed to potential compliance program implications and compliance tools relating to unfair, deceptive or abusive acts or practices.