### Parents' Lesson 4: Planning Your Borrowing

#### **Objectives**

- O In Lesson 4, parents will learn:
  - The meaning of credit
  - The major types and sources of credit
  - When to use and when to avoid credit
  - Key factors lenders use to determine credit worthiness
  - How to get copies of free credit reports

#### **Lesson Outline**

O This lesson will take a total of 60 minutes. Below is an outline of the major topics that are covered and a suggested amount of time to spend on each. To help you get through all of the are material in the time allotted, write the estimated start time for each section in the left column and in the leader's notes.

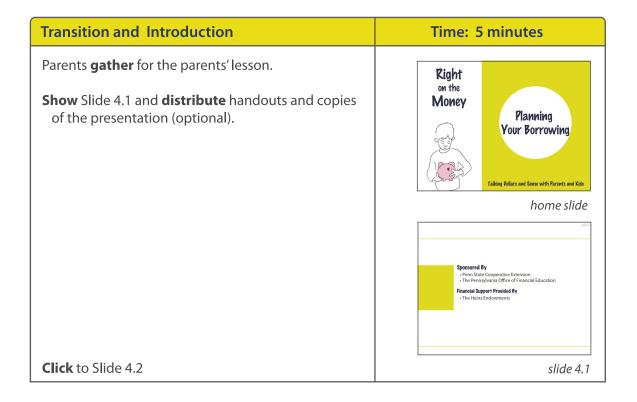
Start Time	Section	Time Allotted
Transition and Introduction		5 minutes
	Introduction	
	Session #3 Challenge	
	Objectives	
What is Credit?		15 minutes
	Definition and Why We Use It	
	When and When Not to Use It	
	Types, Sources and Costs	
	What to Look for in a Lender	
	Five C's of Credit	

Start Time	Section	Time Allotted
Credit Reports		10 minutes
	Definition and Contents	
	Reporting Agencies	
	How to Get Your Free Copy	
Credit Scores		10 minutes
	Definition	
	What They Mean	
Managing Credit		5 minutes
	Ways to Manage Credit	
	Concerns	
Parent and Family Challenges		5 minutes
	Request a Free Copy of Credit Report	
	Review and Dispute Errors	
	Conversation Starters	
	Everyday Ways	
	Visit Library and Read Books with Money Themes	
	Be a Role Model and Talk about Money Matters	

Start Time	Section	Time Allotted
Wrap Up		5 minutes
	Session Evaluation	
Conclusion		Time Remaining
	Reunite with Children	
	Distribute Certificates of Completion	

#### Presentation and Leader's Notes

- O The following is a step-by-step guide to Lesson 4, complete with snapshots of the various slides/ visuals and handouts to be used. Familiarize yourself with the notes and the content in advance, but do not feel that you have to read the scripts verbatim. They are intended to guide instruction but not replace your good judgment as a presenter/teacher.
- Keep in mind throughout the program that individuals and groups have different experiences and values when it comes to money. Some people may want to share a lot of personal information while others may not want to divulge anything. Respect these points of view and monitor the group to be sure that you are meeting their needs. Also, be careful not to impose your own values upon the participants.
- O Note: Presentation slides are provided on the enclosed disk and are available online at www.moneysbestfriend.com. The notes below reference the slide numbers and point out when to "click" to the next slide. If a laptop and projector are not available, overheads of the slides work just as well. You may also want to note the actual time in the margin (e.g., 7:15) where you hope to be at certain points during the lesson. This will help you to monitor your progress and adjust as necessary.



#### Transition and Introduction

#### Showing Slide 4.2, ask

Over the last three sessions, we've learned a lot about managing money. Do you have any small or large success you would like to share?

(Allow answers from two or three people.)

**Compliment** parents on their efforts.

Click to Slide 4.3



slide 4.2

#### **Showing** Slide 4.3, **explain**

Today is the final lesson in the *Right On The Money* series and the topic we will address is borrowing, otherwise known as credit. Hopefully the information will help to clarify this frequently misunderstood subject.

**Read** Slide

Click to Slide 4.4

# Overview: Planning Your Borrowing Define credit or borrowing Identify major types and sources of credit Discuss when and when not to use credit Discuss the five C's of credit Discuss credit reports and scoring

slide 4.3

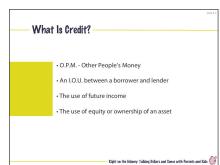
#### What is Credit?

#### **Showing** Slide 4.4, **explain**

#### Credit is

- Using other people's money TODAY and promising to pay it back in the future.
- An I.O.U. between a borrower and a lender. There is a great deal of trust in this arrangement. When that trust is broken, it is difficult to regain. For instance, if you loaned \$50 to a friend and they promised to repay you in two weeks and did not, would you lend them money again? Most of us would not.

### Time: 15 minutes



slide 4.4

#### What is Credit? • The use of future income. Typically, borrowers have to pay back the money with their income. Click to Slide 4.5 **Showing** Slide 4.5, **ask** the parents to share some of Some Reasons We Use Credit the reasons they use credit. **State** any of the reasons listed on the slide that parents did not mention. To buy things we need right now but don't have the cash to pay for them • To buy things we *need* right now but don't have • To buy things we *want* now and pay for them later with a small monthly payment the cash to pay for them. • To have money in case of an emergency • To help pay for college or buy a house • To buy things we *want* now and pay for it later with a small monthly payment. slide 4.5 • To have money in case of an emergency. • To help pay for college or buy a house. Click to Slide 4.6 Showing Slide 4.6, explain When Should We Use Credit? As you heard, there are many reasons that we use credit. However, let's take a look at when it is prudent To purchase assets · For convenience to use credit and when we should not use credit. We should use credit: • To help purchase things that will improve our financial security (e.g., houses, college education). slide 4.6 As a convenience when we desire to carry less cash. As an easy way to track expenses. Click to Slide 4.7

#### Showing Slide 4.7, explain

#### We should NOT use credit:

- As a cash reserve for emergencies, unexpected car repairs, medical bills, etc. Reliance on credit for emergencies may put your family in a more vulnerable financial situation. As an alternative, consider maintaining a cash reserve. Experts advise 3 to 6 months' worth of expenses is generally an adequate amount. This may be something you could add to your savings plan.
- If there is limited or no future income available to pay for the item. Don't be lured into buying by a low monthly payment. This is a no-win situation for the borrower and a win-win for the lender. This will become clearer when we talk about the cost of credit in just a bit.
- To buy items on sale without paying the balance in full. The finance charges could take away any "savings" on the sale price.
- If it encourages overspending or living above your means. Remember that credit is other people's money, not free money. If we keep that in mind, it may help us not to overspend.

## When Should We NOT Use Credit? As a cash reserve for emergencies If there is limited or no future income available to pay for the item To buy items on sale without paying the balance in full If it encourages overspending or living above your means

slide 4.7

Click to Slide 4.8

**Showing** Slide 4.8, **ask** for a show of hands for those who use credit. Be sure to raise your hand too if you use credit!

Some people say they do not use credit. However, it is nearly impossible in the U.S. today not to use some form of credit. Let's go over the major types of credit.

#### Installment Credit or Loans

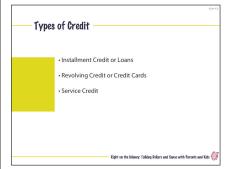
This type of credit is a loan for a fixed amount of money to be repaid by a set monthly payment amount for a specific time period. Mortgages and car loans are types of installment credit.

#### Revolving Credit or Credit Cards

Everyone is familiar with credit cards, those little pieces of plastic we carry and use almost daily. This type of credit is called revolving, because it can be used over and over, sort of like a revolving door. (Keep in mind that revolving credit is still using other people's money.)

For example, let's say you have a credit card with a \$500 credit limit. If you charge \$100, you then have \$400 in available credit. If you pay the entire \$100 balance, your credit limit returns to \$500 and you can reuse the entire credit limit for another purchase. With revolving credit, you have a choice of how much to pay each month. You can pay all of what you owe, the minimum payment, as set by the company, or some amount in between. For any amount not paid, interest will be charged. Typical interest rates range from 7% to 25%.

Later on, we will look at some interest calculations for credit cards.



slide 4.8

#### Service credit

This is something that is nearly impossible to avoid and often overlooked. This credit is associated mostly with utilities (electricity, telephone, etc.) in which we are billed AFTER we have used the service. So in effect, the utility company extends us credit even though we may not look at it that way. So even if you say that you have no credit, look closely at the bills you have for service credit.

#### Click to Slide 4.9

#### Showing Slide 4.9, explain

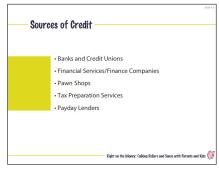
Now that we've talked about the types of credit, let's look more specifically at the sources of credit.

The traditional (and reputable) places to seek credit services are banks and credit unions. If you need to borrow money, they should be the first place you go. Banks and credit unions are typically strict in their lending guidelines and are tightly regulated.

Financial services companies, such as automobile finance companies, are other places for consumers to get credit. Borrowers who may be uncomfortable with banks or do not have the collateral required by banks sometimes find these companies fit better with their needs. Finance companies usually have higher interest rates than banks or credit unions because their customers tend to be riskier borrowers.

The last three lenders, pawn shops, tax preparation services, and payday lenders charge the most, in interest and fees, of any of the places to get credit. They are often used by individuals who make quick decisions about borrowing money. They often take advantage of individuals in a financial crisis.

Click to Slide 4.10



slide 4.9

#### Showing Slide 4.10, explain

Regardless of why we use credit, the type we use or where we get it, all credit has one thing in common. Credit is not free. The following are some typical costs associated with using credit.

#### Interest

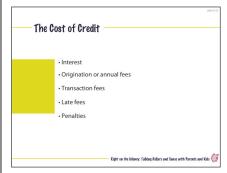
Interest is the "usage fee" that is charged against any balance, usually on a monthly basis. Interest rates vary based on the type of product. For example, the interest rate on a home loan is usually lower than that of a credit card because the lender knows when to expect payment and how much each payment will be. Higher interest is a way to compensate the lender for the uncertainty of how much of the debt will be returned and when. It is not uncommon for interest rates on credit cards to be in the 20-25% range! If you are unsure of the rate on any of your loans or credit cards, be sure to check your next statement.

#### Origination or Annual Fees

An origination fee may be charged by the lender in order to get the loan. This is common with installment credit such as mortgages. Origination fees are usually charged in what are called *points*. A *point* is 1% of the loan amount. For example, a one point origination fee on a \$100,000 mortgage is \$1,000; two points means \$2,000 and so on. Annual fees are usually set amounts charged on credit cards; typical annual fees range from \$40 to \$100 per year.

#### **Transaction Fees**

Some credit products allow you to access money through cash advances or check-writing privileges. These "privileges" can cost 2-5% of the check amount or a set minimum amount, e.g., \$25.



slide 4.10

#### Late Fees and Penalties

These are just as they sound. If you make your payment late or default (don't make payments at all), severe fees can apply. More than the fees, however, being late or defaulting on a loan can do major damage to your credit history and make it difficult to qualify for credit in the future.

#### Click to Slide 4.11

#### **Showing** Slide 4.11, **explain**

Whenever you decide to engage in a credit transaction, such as taking out a car loan, the most important thing that you can do is to shop around for the best loan terms and work with a reputable lender. Always get quotes from at least three different lenders before signing a contract.

Here are some other important things to look for when choosing a lender:

 Full disclosure of all terms and conditions of the loan, including interest and how it is calculated, late fees and penalties.

## Refer to Handout 4.1: Sample Truth-in-Lending Disclosure Statement and explain

Lenders are required by law to present this information to you in writing, via the *Truth-In-Lending* statement for some credit transactions such as mortgages. Always ask to see it before signing.

 Lenders must answer ALL of your questions, to your full satisfaction, before signing the contract.
 Any lender that does not answer the questions of their potential clients is probably not someone you want to work with.



slide 4.11



handout 4.1

Lenders should not use high pressure sales tactics.
 You should never feel pressured into signing loan documents. You can always walk away and think about it before you sign.

#### Remember:

Always shop around – each and every time!

**Ask** parents to take a minute and think about lending money to the other parents in the room and how they would determine if they are worthy of a loan.

#### **Explain**

I think we would all agree that trustworthiness is probably a key consideration. You need to trust that the borrower is going to pay you back. Can you share some specific ways that you could judge the trustworthiness of the borrower?

(Allow for several parents to answer.)

#### Click to Slide 4.12

**Showing** Slide 4.12,

**Refer** to **Handout 4.2: The Five C's of Credit Worksheet** and suggest they use the handout to take notes.

What lenders typically look for in a borrower are the Five C's of Credit.

#### **Capacity**

Do you have the capacity to repay the lender? Having a steady income, the same job for a number of years and not having many debts suggests a strong financial capacity.



slide 4.12

#### Capital

Capital is a measure of your financial security. What do you own of value (i.e., your home, as compared to what debts you have, i.e., the mortgage)? You should own more than you owe. Capital also refers to cash available to make a down payment or pay fees.

#### Collateral

Collateral is something of value (your home, car, jewelry, etc.) that you pledge to guarantee repayment of a loan. Lenders are more willing to loan money if you have collateral that they can sell if you don't repay the loan.

#### Credit History

How have you paid your bills in the past? Your credit report will indicate if you are a responsible spender and reliable in paying your bills on time. Paying bills on time increases your likelihood of getting the loan.

#### Conditions

Economic conditions may also impact your ability to get a loan. When interest rates are low, it is easier to borrow money. When interest rates are high, it is harder to get a loan.

Click to Slide 4.13

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handout 4.2

#### Credit Reports Time: 10 minutes

#### Showing Slide 4.13, explain

Now let's talk about credit reports, specifically:

- What it is.
- What's in it.
- Getting a copy of your own report.
- Checking for and correcting errors.

Click to Slide 4.14

Credit Reports

What is a credit report?

What does it contain?

How can you get a copy of your credit report?

What can you do if there is an error on your credit report?

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#### **Credit Reports**

#### Showing Slide 4.14, explain

#### Read slide and add

Think of your credit report as a snapshot in time of your financial reputation.

The most important piece of information contained in your credit report is your bill payment history. Most creditors report how their customers pay bills – on time or late. Lenders know that past behavior is the best predictor (usually) of future behavior. The way you repay bills is a big part of your trustworthiness.

The bottom line: Pay your bills on time. Every time.

The next important piece of information is the amount of debt and available credit you have. The more debt you have and the higher the ratio of debt to available credit, the less likely you will get the loan.

The bottom line: Pay down your debt.

Credit reports contain other information, however, less important than payment history and outstanding debt. The length of your credit history, the types of credit and any new credit accounts you have recently opened or inquired about are provided as well.

A Credit Report Is a Record of:

- Your payment history
- Any outstanding debt and available credit
- The length of your credit history
- The types of credit you've used
- Any new accounts open or inquired about

slide 4.14

Click to Slide 4.15

#### **Credit Reports**

#### Showing Slide 4.15, explain

There are three major credit reporting agencies that collect and report information provided in your credit history. They are:

- TransUnion
- Equifax
- Experian

## **Refer** to **Handout 4.3: Credit Reporting Agencies** and **explain**

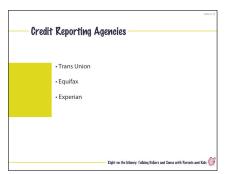
These agencies are not responsible for the quality of information the creditors provide; they only compile and report it. Creditors also choose which agencies they report to. Most creditors report to all three, however, there are still some that do not.

#### Click to Slide 4.16

**Showing** Slide 4.16, **ask** parents to raise their hand if they have seen a copy of their credit report within the past 12 months.

Many people never see their credit report until they are applying for a loan. Federal law made it possible for every consumer with a credit history to get one free copy of their credit report, from each agency, every 12 months. If you stagger the dates of your request to the three agencies, you could get one report every 4 months. You can also request a report from all three agencies at one time.

You can get your report online at www.annualcreditreport.com. (Note that this is the one and only website from which you can order your free report.)



slide 4.15



handout 4.3



slide 4.16

#### **Credit Reports**

Beware of the imposter sites with similar names that offer a free report if you sign up for a credit monitoring service. You can also request your free report by phone or by mail.

Keep in mind that your credit score is not included with the free report but you can request a score for a nominal fee.

**Refer** to **Handout 4.4: FTC's Access to Free Credit Reports** and **show** parents the mail-in form on the last page.

Once you get a copy of your report, check it over. If there is any incorrect information, contact the reporting agency and complete a dispute form.

Click to Slide 4.17



handout 4.4

#### **Credit Scores**

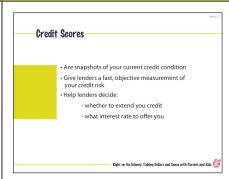
#### **Showing** Slide 4.17, **explain**

Let's talk about credit scores.

A simple definition of a credit score is that it's a number that helps a lender determine whether you are a good credit risk and likely to pay back the loan. The higher the score, the better. Scores range from 150 to 900.

Your score may vary from day to day, depending upon when creditors report new information or old information becomes obsolete. You may hear scores being referred to as FICO scores. FICO is just one of the statistical programs used to evaluate credit.

#### Time: 5 minutes



slide 4.17

#### **Credit Scores**

According to www.myfico.com, credit scores are influenced according to the following information:

35% from payment history

30% from amounts owed

15% from length of credit history

10% from types of credit used

10% from new credit (accounts opened or just inquired about)

#### Click to Slide 4.18

#### **Showing** Slide 4.18, **explain**

So what does a higher score really mean?

A high credit score means you are more likely to get a low interest rate on a loan. And a lower interest rate means lower monthly payments and ultimately more money in your pocket.

Here is just one example from using sample interest rates. As you can see, higher credit scores can mean the difference of hundreds of dollars per month.

Click to Slide 4.19

#### What Po Scores Really Mean to the Borrower? • For a 30-year, \$100,000 home loan Score Range Interest Rate Monthly Payment 720-850 5.585% 700-719 5.985% \$598 675-699 6.530% \$634 620-674 7.695% \$713 560-619 9.750%

slide 4.18

#### **Managing Credit**

#### Showing Slide 4.19, explain

As you can see, good credit is definitely something to strive for. Based on what we have discussed, there are several things that we can do to improve our credit or handle it responsibly.

Pay bills on time. Remember that your payment history is the biggest factor in your credit report and score. This is the quickest way to improve your credit.

Pay off debts as quickly as you can!

#### Time: 5 minutes



slide 4.19

#### **Managing Credit**

**Ask** the parents to share why they think this is a good idea.

(Reduce the amount of finance charges paid, reallocate money to other financial goals, peace of mind, etc.)

**Distribute** and **refer** to the **Credit Card Smarts™ Booster Calculator.** (To order calculators, please call the Pennsylvania Office of Financial Education at 717-783-2498. Calculators are available free of charge while supplies last.)

Here is a handy calculator that will show you how much in interest you can save when you pay more than the minimum payment on your credit card bills. The longer you take to repay credit, the more you will pay in finance charges.

Only use or open accounts that you need. Every mall has a store that will give you a 10% discount if you open a new credit account. Unless the savings are substantial and you plan to continue to use this account, the discount may not be worthwhile. Too many new credit accounts opened within a short period of time may reduce your credit score.

Click to Slide 4.20

#### Showing Slide 4.20, explain

Sometimes we need a little more assistance when it comes to managing our credit responsibly. Here are some things to know when going for assistance.

Avoid companies which advertise that they can repair or fix your credit problems for a simple fee. What sounds too good to be true, very often is. There is no quick fix. It may take a couple of months or even a year to improve your credit.



#### **Managing Credit**

A credit monitoring service essentially offers to keep tabs on activity in your credit report and alert you to any unusual activity. The average person probably does not need to use a credit monitoring service to keep tabs on their credit report.

If you find yourself in financial trouble and need help, seek assistance from a reputable credit counseling service such as a member of the National Foundation for Credit Counseling. Check with several places before deciding on an agency with which to work.

Click to Slide 4.21

#### **Parent and Family Challenges**

#### Showing Slide 4.21, explain

This is our last session together, and although you won't be able to report back, I still hope you will take the parents' challenge.

- Request a free copy of your credit report.
- Review your credit report and dispute any errors.
- Have at least one conversation with your child about saving money. Refer to Handouts 4.5 & 4.6 which give guidance and conversation starters.

#### Time: 5 minutes



slide 4.21



handout 4.5

handout 4.6

## **Parent and Family Challenges** • Using **Handout 4.7**, try at least one of the everyday ways to teach kids about borrowing money. At 14-min. Suppress (14) intend for more you have the minropole (s. Pycoure disquire and your disk data for more you make a special parchase of dissorbite anymore you give them only or player than these or have or harp. I've county (s. Physophore and Schill Archage they were harmout to the state of the handout 4.7 Click to Slide 4.22 Time: 5 minutes Wrap Up Showing Slide 4.22, explain Family Challenge Family challenge: • Visit the library as a family. Read books with money themes to your children. • Visit the library as a family. Read your children · Continue to teach your children about money by being a good role model and talking to them books with money themes. about money matters. • Continue to teach your children about money by being a good role model and talking to them about money matters. slide 4.22 Click to Slide 4.23

#### **Wrap Up** Time: 5 minutes **Showing** Slide 4.23, **Ask** parents to complete the session evaluation (Refer to Handout 4.8). Thank you for participating in Right on the Money! (Allow enough time for parents to complete the evaluation.) Conclusion Thank you for participating in the *Right on the* slide 4.23 Money program. We hope that this has given you and your family good direction on the path of financial success. One last thing we'd like to do is reunite with the children and present your family with a certificate of participation. **Dismiss** parents to children's room. handout 4.8 Conclusion **Time Remaining** Parents and children **gather** in the same room. **Congratulate** parents and children for their participation. **Present** each parent and child with a certificate and the last take-home book and dismiss the group. certificate of Completion RIGHT on the MONEY