



# **Online Credit Union Profile and 5300 Call Report**

As of 3/19/09

This presentation is about the new online credit union profile and 5300 Call Report that will replace the software based Report of Officials and 5300 Call Report on September 1, 2009, for natural person credit unions. Corporate credit unions will transition to a similar system in 2010.

This is a web-based system to submit and review information that NCUA maintains about credit unions. This system will be more cost and time efficient for credit unions and their regulators.

## Deployment Natural Person Credit Unions

- Scheduled for release September 1, 2009
- Can enter profile information on 9/1/09
- September 30, 2009 5300 Call Report filed in new online system
- Can enter their Call Report into online system 10/1/09



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Natural person credit unions can access the online system on September 1, 2009. Credit unions will be mailed a packet of information around September 1<sup>st</sup>, with instructions on accessing the system, setting up their profile, and submitting their 5300 Call Report. As of September 1<sup>st</sup>, all versions of the 5300 Call Report and Report of Officials software will no longer work. Credit unions will use the online system to submit and make changes to this data.

The September 30, 2009 5300 Call Report will be submitted through the online system. Credit unions will be able to input and submit their 5300 Call Report in the online system on October 1, 2009.

## Two Parts to the Online System

- **Credit Union Profile**

- Includes information we collect on the Call Report that infrequently changes
  - All Report of Officials information
  - Disaster Recovery Information
  - Emergency Contact Information
  - Information Systems and Technology



CREDIT UNIONS

MY ACCOUNT

Profile

Call Reports

Contacts

Sites

IS & T

Regulatory

CUSOs

Programs & Services

Users

- **Online Call Report**

- Completed online on Call Reports tab

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There are two areas to the online system. The first is the credit union profile. The online profile is a collection of information NCUA maintains about credit unions that infrequently changes. It includes all information currently collected on the Report of Officials and some information currently collected on the 5300 Call Report that infrequently changes.

## Forms Associated with System

- **NCUA Profile Form 4501A**
  - Revised NCUA Form 4501 – Report of Officials
  - Includes all fields within the Profile
- **NCUA Form 5300 – Call Report**
  - Similar to current form

NATIONAL CREDIT UNION ADMINISTRATION  
ALEXANDRIA, VIRGINIA 22314-3428  
OFFICIAL BUSINESS



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### Credit Union Profile Form and Instructions Third Quarter 2009

MUST BE RECEIVED BY: October 19, 2009

TO THE BOARD OF DIRECTORS OF THE CREDIT UNION  
ADDRESSED:

TO THE BOARD OF DIRECTORS OF THE  
CREDIT UNION ADDRESSED:

This booklet contains the third quarter 2009 5300 Call Report. All credit unions must complete pages 1 - 9 of this form. Page 10 is the PCA Net Worth Calculation Worksheet and requires no input unless you have completed a merger or acquisition that qualifies for Business Combination Accounting (FASB 141) or intend to use an optional Total Assets Election or Alternative Risk Based Net Worth calculation to compute your net worth ratio. Page 11 is the Standard Components of Risk Based Net Worth Requirement worksheet which is automated and requires no input. Pages 12 - 16 contain supplementary schedules and should be completed as applicable.

Please complete the Call Report using accounting and statistical information from your credit union's records as of September 30, 2009. A paper copy of the form has been provided for your convenience. However, we urge you to consider filing your Call Report using the online, web-based system. This system is more efficient to use, more cost effective and helps to ensure more accurate data.

Please return your completed Call Report information as

NATIONAL  
CREDIT UNION  
ADMINISTRATION



THIRD QUARTER  
CALL REPORT

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As of September 2009, there will be two forms associated with the online system. NCUA Profile Form 4501A is a revision of the Report of Officials form credit unions have used for several years. It will now include all fields in the profile, not just the Officials' and branch information. The paper form will be updated and released quarterly similar to the 5300 Call Report form.

The second form is NCUA Form 5300. This form will be similar to the current form. The paper form will also be updated and released quarterly.

## **Online and Manual Filing CUs**

- **Online Filing Credit Union – credit union with access to the Internet**
- **Manual Filing Credit Union – credit union unable to use the online system**
- **Manual Filing credit unions will complete paper forms and return to regulator for input into online system.**
- **Credit unions notified of filing status in May 2009**

Credit unions who have access to the Internet and are able to use the online system will be categorized as “Online Filing” credit unions. Online Filing credit unions will enter, update, and submit their profile and 5300 Call Report information in the online system.

Credit unions who are unable to use the system will be categorized as “Manual Filing” credit unions. Manual Filing credit unions will complete the paper forms we previously discussed and return them to their regulator for input in the online system.

All credit unions will receive a letter from NCUA in May 2009 notifying them of their filing status for the September 30, 2009 Call Report and subsequent cycles. This letter will also provide instructions for credit unions that may need to change their filing status.

## **Online 5300 Call Report**

- **Located in the online profile**
- **5300 Call Report software eliminated**
- **Online instructions**
- **Edits received real-time during completion of the call report**
- **Ability to complete a section, save it, and return later to complete it**
- **Ability to correct prior call reports**



The online 5300 Call Report is located within the credit union profile. The system includes online instructions and edits are received real-time during completion of the Call Report.

Credit unions will also be able to start a Call Report, save their information, and return later to complete it. However, the Call Report cannot be submitted until all errors are corrected.

The online Call Report will also include previous cycles and credit unions will be able to correct prior call reports in the online system.

## Additional Information

- **Frequently Asked Questions**

1. [www.NCUA.gov](http://www.NCUA.gov)
2. **Click on Credit Union Data**
3. **Click on FAQ Link!**

[5300 Application and Utilities](#) - Links to the 5300 collection program and forms. You may request replacement packages here.

[Coming in 2009: Credit Union Online Access - Capturing 5300 Call Report and Report of Officials Data Online](#) - The National Credit Union Administration is developing an integrated, online (web-based) system to capture and display credit union information. This environment includes an online (web-based) application for credit unions to manage profile information and submit their 5300/5310 Call Report and Report of Officials data. Please reference the following frequently asked questions for [5300/5310 Calls](#). [FAQ Link!](#)

- **Office of Small Credit Union Initiatives 5300 Clinics and Workshops**

1. [www.NCUA.gov](http://www.NCUA.gov)
2. **Main Page – Upcoming Events**
3. **Click on the Link**

Upcoming Events
<a href="#">CU Roundtable, March 21, Mobile, AL</a>
<a href="#">CU Roundtable, March 26, Oklahoma City, OK</a>
<a href="#">CU Roundtable, April 6</a>

- **Webcast for the industry in the third quarter 2009**

More information will be released by NCUA about the new online system on NCUA's website and through NCUA correspondence. NCUA posted a Frequently Asked Questions (FAQ) document on our website under Credit Union Data. This FAQ is periodically updated with the most recent developments.

Additionally, the Office of Small Credit Union Initiatives will be conducting 5300 Workshops and Clinics in 2009. Please refer to the Upcoming Events section of NCUA's main webpage for a listing of these events.

Finally, NCUA will host a webcast about the online system for the entire credit union industry during the third quarter. Please watch NCUA's website for additional information.