



POLICY UPDATE PROPOSAL - IMMEDIATE ACTION REQUIRED
COMMENTS DUE FRIDAY, JANUARY 30, 2015

TO: *Common Manual* Governing Board Representatives
Interested Industry Groups and Others

FROM: Stephanie Aylor and Kim Slote, Co-Chairs
Common Manual Policy Committee

RE: *Common Manual* Policy Update
[Batch 202: Proposal 1307]

DATE: January 9, 2015

Enclosed with this memorandum is the **Two Hundred Two** batch of policy update proposals completed by the Policy Committee.

Policy 1307 is a correction policy proposal and is intended to align *Common Manual* text with federal regulations and other federal publications.

Every policy update drafted by the Policy Committee must be distributed to each guarantor for comment before it is presented to the Governing Board for review and approval. Every proposal is also sent to higher education organizations and others in the FFELP community who request the opportunity to comment.

Please review this policy update proposal and provide written comments by Friday, January 30, 2015, to both:

Stephanie Aylor
Tennessee Student Assistance Corporation
E-Mail: stephanie.aylor@tn.gov

Kim Slote
MDHE
E-Mail: kimberly.slote@dhe.mo.gov

Following the review of comments received, the Policy Committee will update the proposal and distribute it to each member of the *Common Manual* Governing Board for review and approval at its February 2015 meeting.

If you have any questions about this proposal or the activities of the Policy Committee, please contact Stephanie Aylor via phone at 615-253-7485 or via email at stephanie.aylor@TN.gov or Kim Slote via phone at 573-522-1365 or via email at kimberly.slote@dhe.mo.gov.

Enclosures:

Policy Proposal Transmittal (1)
Common Manual Policy Proposal (1307)