



**POLICY UPDATE PROPOSALS - IMMEDIATE ACTION REQUIRED  
COMMENTS DUE FRIDAY, NOVEMBER 18, 2011**

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

FROM: Stephanie Aylor and Robert Powell, Co-Chairs  
*Common Manual* Policy Committee

RE: *Common Manual* Policy Updates  
[Batch 183: Proposals 1260 – 1261]

DATE: October 28, 2011

Enclosed with this memorandum is the **One Hundred and Eighty-Third** batch of policy update proposals completed by the Policy Committee.

Policies 1260 is a federal policy proposal and are intended to align *Common Manual* text with federal regulations and other federal publications. Policy 1261 is a correction proposal and is intended to correct or clarify existing *Common Manual* language, or conform existing text in one part of the Manual with that already in another cite.

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 these policy update proposals and provide written comments by Friday, November 18, 2011, to:**

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Tennessee Student Assistance Corporation  
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404 James Robertson Parkway  
Nashville, TN 37243-0820  
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Following the review of comments received, the Policy Committee will update these proposals and distribute them to each member of the *Common Manual* Governing Board for review and approval at its January 2012 meeting.

If you have any questions about these proposals or the activities of the Policy Committee, please contact either Stephanie Aylor at 615-253-7485 or by email at [stephanie.aylor@TN.gov](mailto:stephanie.aylor@TN.gov) or Robert Powell at 573-526-0173 or by email at [robert.powell@dhe.mo.gov](mailto:robert.powell@dhe.mo.gov).

Enclosures:  
Policy Proposal Transmittal (1)  
*Common Manual* Policy Proposals (1260 – 1261)