



**POLICY UPDATE PROPOSALS - IMMEDIATE ACTION REQUIRED
COMMENTS DUE FRIDAY, FEBRUARY 3, 2012**

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 185: Proposals 1263]

DATE: January 13, 2012

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

Policy 1263 is a federal 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 these policy update proposals and provide written comments by Friday, February 3, 2012, to:

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Tennessee Student Assistance Corporation
Suite 1510
404 James Robertson Parkway
Nashville, TN 37243-0820
Fax Number: 615-253-7502
E-Mail: stephanie.aylor@tn.gov

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 March 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 or Robert Powell at 573-526-0173 or by email at robert.powell@dhe.mo.gov.

Enclosures:
Policy Proposal Transmittal (1)
Common Manual Policy Proposal (1263)