



POLICY UPDATE PROPOSAL - IMMEDIATE ACTION REQUIRED
COMMENTS DUE FRIDAY, APRIL 5, 2013

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

FROM: Michelle Anderson and Stephanie Aylor, Co-Chairs
Common Manual Policy Committee

RE: *Common Manual* Policy Update
[Batch 194: Proposal 12862]

DATE: March 15, 2013

Enclosed with this memorandum is the **One Hundred and Ninety-Fourth** batch of policy update proposal completed by the Policy Committee.

Policies 1286 is a federal 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, April 5, 2013, to either:

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

Michelle Anderson
TG
E-Mail: michelle.anderson@tgsllc.org

Following the review of comments received, the Policy Committee will update this proposal and distribute it to each member of the *Common Manual* Governing Board for review and approval at its April 2013 meeting.

If you have any questions about this proposal or the activities of the Policy Committee, please contact Michelle Anderson via phone at 512-219-4608 or via email at michelle.anderson@tgsllc.org or Stephanie Aylor via phone at 615-253-7485 or via email at stephanie.aylor@TN.gov

Enclosures:
Policy Proposal Transmittal (1)
Common Manual Policy Proposal (1286)