



**POLICY UPDATE PROPOSALS - IMMEDIATE ACTION REQUIRED  
COMMENTS DUE FRIDAY, FEBRUARY 20, 2009**

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

FROM: Susan Fields, Chair  
*Common Manual* Policy Committee

RE: *Common Manual* Policy Updates  
[Batch 158: Proposals 1105 - 1117]

DATE: January 30, 2009

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

All policies contained in this batch are federal policy proposals and are 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 20, 2009, to:**

Susan Fields, Chair  
Illinois Student Assistance Commission  
500 West Monroe, 3<sup>rd</sup> Floor  
Springfield, IL 62704

Fax Number: 217-785-5647  
E-Mail: [sfields@isac.org](mailto:sfields@isac.org)

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 2009 meeting.

If you have any questions about these proposals or the activities of the Policy Committee, please contact Susan Fields 217-524-7931, or by e-mail at [sfields@isac.org](mailto:sfields@isac.org).

Enclosures: Policy Proposal Transmittal (1)  
*Common Manual* Policy Proposals (1105 - 1117)