



**POLICY UPDATE PROPOSALS - IMMEDIATE ACTION REQUIRED
COMMENTS DUE FRIDAY, OCTOBER 2, 2009**

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

FROM: Carol Egan and Carolyn Small, Co-Chairs
Common Manual Policy Committee

RE: *Common Manual* Policy Updates
[Batch 162: Proposals 1148-1155]

DATE: September 11, 2009

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

Policies 1148 – 1151 are federal policy proposals and are intended to align *Common Manual* text with federal regulations and other federal publications. Policies 1152 – 1154 are correction proposals and are 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. Policy 1155 is an organization proposal and is intended to make the Manual easier to read or navigate, or eliminate unnecessary or obsolete text.

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, October 2, 2009, to:

Carolyn Small, Co-Chair
Iowa College Student Aid Commission
200 10th Street, 4th Floor
Des Moines, IA 50309
Fax Number: 515-725-3403
E-Mail: carolyn.small@iowa.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 November 2009 meeting.

If you have any questions about these proposals or the activities of the Policy Committee, please contact Carol Egan at 717-720-3663, or by e-mail at cegan@aessuccess.org or Carolyn Small at 515-725-3413 or via e-mail at Carolyn.small@iowa.gov.

Enclosures: Policy Proposal Transmittal (1)
Common Manual Policy Proposals (1148-1155)