



POLICY UPDATE PROPOSALS - IMMEDIATE ACTION REQUIRED
COMMENTS DUE FRIDAY, February 25, 2011

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

FROM: Stephanie Aylor, Chair
Common Manual Policy Committee

RE: *Common Manual* Policy Updates
[Batch 177: Proposals 1240 – 1244]

DATE: February 4, 2011

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

Policies 1240 – 1243 are federal policy proposals and are intended to align *Common Manual* text with federal regulations and other federal publications. Policy 1244 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, February 25, 2011, to:

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404 James Robertson Parkway
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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 April 2011 meeting.

If you have any questions about these proposals or the activities of the Policy Committee, please contact Stephanie Aylor at 615-253-7485 or by e-mail at stephanie.aylor@TN.gov

Enclosures:
Policy Proposal Transmittal (1)
Common Manual Policy Proposals (1240 – 1244)