The nation’s guarantors provide the following summaries to inform schools, lenders, and servicers of the latest Common Manual policy changes. These changes will appear in the manual’s next annual update. These changes will also be incorporated into the Integrated Common Manual. The Integrated Common Manual is available on several guarantor websites, and it is also available on the Common Manual’s website at www.commonmanual.org. Please carefully note the effective date of each policy change.

State Authorization
The Common Manual is being revised to conform to a final rule change published in the Federal Register dated October 29, 2010. Manual language is being revised to provide that in order to participate in Title IV programs, a school must be established or legally authorized by a state to provide postsecondary educational programs to students in the state. The state must have a process to review and appropriately act on complaints concerning the school including enforcing applicable state laws. State requirements are categorized by the Department on the basis of a school’s authority to operate. The policy includes certain exemptions from this provision. Revised policy also requires a school to provide a student with the name of its accrediting agency, state, federal or tribal licensing and/or authorization entity, and applicable contact information for filing a complaint with each accreditor and state approval or licensing entity, as well as any other relevant state official or agency that would appropriately handle a student’s complaint. The changes also add a new glossary definition for “state authorization”.


Effective Date: School eligibility on or after July 1, 2011.
Basis: §600.4; §600.5; §600.6; §600.9; Federal Register dated October 29, 2010, pp. 66858-66868 and 66946-66947.
Policy Information: 1229/174
Guarantor Comments: None.