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.

School Misrepresentation
The Common Manual has been updated to include the Department’s definition of misrepresentation and substantial misrepresentation and the actions the Department may take if it determines a school or one of its representatives has engaged in such activities.

Affected Sections: 4.1.E School Code of Conduct
Effective Date: Information provided by a school on or after July 1, 2011.
Policy Information: 1236/176
Guarantor Comments: None.

Foreign School Audited Financial Statements
The Common Manual has been updated to align the Manual’s text with final rules published in the Federal Register on November 1, 2010, regarding a foreign school’s submission of audited financial statements.

Affected Sections: 4.3.A General School Financial Responsibility Requirements
4.8 Independent Audits

Effective Date: Foreign school audited financial statement submissions on or after July 1, 2011.
Basis: §668.23(h).
Policy Information: 1237/176
Guarantor Comments: None.

Definition of “Module”
The Common Manual has been revised to provide an updated glossary definition of “module,” based on final rule changes published in the Federal Register dated October 29, 2010. A “module” is a course or group of courses that do not span the entire length of the payment period or period of enrollment in a program including, for example, an intersession that the school combines with a standard term, or mini-sessions that the school combines to form a summer term.

Affected Sections: 6.1.B Academic Year Categories
Appendix G

Effective Date: Enrollment periods that begin on or after July 1, 2011.
Basis: §668.22(l)(6); Federal Register dated October 29, 2010, pp. 66897, 66935, and 66951.
Policy Information: 1238/176
Guarantor Comments: None.
Certifying Loans in Both the FFELP and the FDLP

The Manual has been corrected to include statutory changes that, for a specified time period, permitted a school to certify loans of the same type – either Stafford or PLUS – under both the FFELP and the FDLP for the same borrower even if the certifications applied to the same loan period.

**Affected Sections:** 4.1.A Establishing Eligibility

**Effective Date:** None. These provisions were implemented and enforced by the Department.

**Basis:** Section 2210 of the Health Care and Education Reconciliation Act of 2010 (HCERA), P.L. 111-152

**Policy Information:** 1239/176

**Guarantor Comments:** None.