



**Washoe County School District
Student Accounting
PO Box 30425
Reno, NV 89520-3425**

November 19, 2019

To Whom It May Concern;

The Washoe County School District uses one common source for transcript distribution, the Student Records Office. All transcripts are produced by the Student Records Office and distributed through ScribOrder.

Students are instructed to use their Common App number when ordering transcripts so that transcripts can be linked to their Common App.

Transcripts for Common App will be received by Common App only through ScribOrder.