How to Request Your Transcript Through Scribbles

Step #1: Go to nmusdca.scriborder.com

Step #2: Click on the picture of the backpack



Step #3: Follow the directions on the page to complete the form. You are required to fill in all sections that have a red star.

*Tip – After you click the blue button "add delivery address", select educational institution from the address type drop down. As you begin typing in the name of the college, you can select it from the drop down and the address will automatically populate.

Add An Address		
* Address Type:	Educational Institution	>
★ Agency, College, Employer, or Student Name:	University of Southern California	•
Attention:	Admissions	
★ Address Line 1:	USC Office of Admission	
Address Line 2:	University Park Campus	
★ City:	Los Angeles	
* State: (region)	California	
★ Zip Code: (postal code)	90089-0911	
★ Country:	United States	

Step #4: Click the green button at the bottom "update fees – prepare for checkout"

