

**Third Party Education Verifications: \$15
(Non-Alumni/Background/Employment Requests)**

Requests must have:

- 1) Student's current name
- 2) Student's name while enrolled at Snohomish High School
- 3) Date of birth
- 4) Grad year or last year of attendance
- 5) Authorization signed by student

Payment may be made by:

- 1) Check
- 2) Money order

- Mail your questionnaire, signed authorization, and check/money order to:
**Snohomish High School
1316 Fifth Street
Snohomish, WA 98290**

- 3) Online at <https://wa-snohomish.intouchrecepting.com/> (\$15 plus \$2.15 convenience fee)

- Select "Guest User"
- Provide the requested account information
- Select "Shop" and make the following selections:
 - High School
 - Snohomish High School
 - Alumni Payments
 - Diploma Verification
- Complete checkout
- Fax your questionnaire, signed authorization, and receipt to (360) 563-4197

Please contact:

- Heidi Gauthier - heidi.gauthier@sno.wednet.edu or (360) 563-4059
- Tina Graham - tina.graham@sno.wednet.edu or (360) 563-4060

****We will process your request within 24 hours of receipt of payment (weekends and holidays not included).****