

# Number of photos you need

You must provide **1 colour digital photo** (preferred) **or** 1 digital black-and-white photo.

If the photographer can't give you a digital file for some reason, you can also either scan or take a picture of a printed photo from them.

However, it's safer to use a digital photo straight from the photographer.

# Photo specifications

 Give these specifications to your photographer

Go to a **commercial photographer or studio** to have your photo taken.

Make sure your photo

- is the right size
- has the quality we need
- captures a neutral facial expression
- reflects your recent appearance

## Size

Your photo must meet these size specifications:

- 50 mm wide X 70 mm high (2 inches wide X 2- 3/4 inches long)
- The height of the face measures between 31 mm (1- 1/4 inches) and 36 mm (1- 7/16 inches) from chin to crown of head (natural top of head)

## Image quality

Your photo must

- be clear, sharp and in focus
- have uniform lighting and **no** shadows, glare or flash reflections
- have a clear difference between your face and the background

- show natural skin tones
- be an original photo and not altered in **any** way

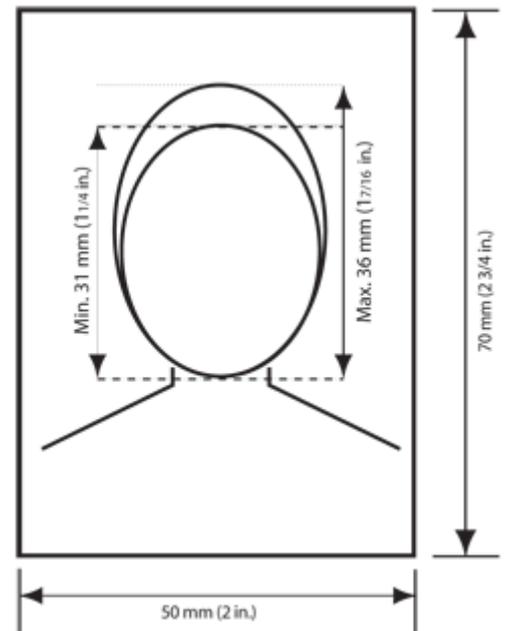


Image is not the actual size.

► What is an altered photo?

### Additional requirements for digital photos

Digital photos must also meet the following requirements:

- JPG or JPEG file format with minimal compression
  - It must be saved directly from the camera without any changes to the original file
- **at least** 420 by 540 pixels
- **approximately** 240 kB in file size, but no more than 4 MB

### Your facial expression

You must have a **neutral** facial expression. This means your

- **eyes must be open and clearly visible**
- **mouth must be closed, with no smiling or frowning**

### Your posture and appearance

Your photo must show

- your current appearance
  - This means it must be **taken no more than 6 months** before you submit your application.
- your face and shoulders straight-on to the camera, **centred** and squared
- a plain white or light-coloured background

## ✓ We accept photos with

- glasses if
  - your eyes are clearly visible
    - The frames must **not** cover your eyes
  - there is no glare on the lenses
- hair either down or up
- hats and head coverings worn daily for religious beliefs or medical reasons if
  - your full face is clearly visible
  - the head covering doesn't create shadows on your face
- a wheelchair if
  - you place a white blanket behind your head to clearly show both
    - your facial features
    - the edges of your face

See examples of acceptable photos

## ✗ We don't accept photos with

- sunglasses or tinted eye glasses
  - This includes even if they are prescription lenses and your eyes are clearly visible
- red-eye effect or red-eye alterations
- hats and head coverings **not** worn daily for religious beliefs or medical reasons
- shadows
  - Lighting must be uniform to avoid shadows
    - around your ears
    - in the background
    - across your face or shoulders

See examples of unacceptable photos.