**Photo Guidelines**

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**Size and Format:**

- In colour (not black and white)

- Minimum 425x566 pixels (WxH)

- Format: \*jpeg (\*.jpg)

**The photographs must be:**

- taken against a plain white, light grey or light cream background free from shadows;

- taken in full-face view directly facing the camera, chin and shoulders must be visible with a neutral expression with the mouth closed (no grinning, frowning or raised eyebrows);

- taken with the eyes open looking straight at the camera and clearly visible (with no sunglasses or tinted spectacles, and no hair across the eyes);

- in sharp focus and clear;

- free from reflection or glare on spectacles, the frames of which must not cover any part of the eyes;

- taken of the full head, without any covering unless worn for religious reasons (provided that a person is photographed likewise in the passport);

 - of each person on their own (no objects, chair backs or other people visible);

- free from any editing to improve or alter the appearance in any way;

 - taken no earlier than 6 months before the documents are submitted;

 - originals only (copied or scanned photographs are NOT acceptable).