Requirements of the Photograph for Online Submission

The photograph you submit will be printed on your Student Card. The photograph image should:

- show your full face with you looking directly at the camera, and with no hair across or covering your eyes/eyebrows or you wearing sunglasses;

- have a plain and light background;

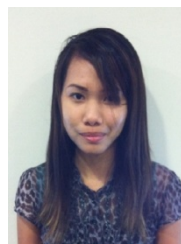- show you alone and not be cropped from candid photographs.

Your photograph image should:

- be saved in JPEG format ;

- be less than 125 kilobytes in file size;

- have a dimension of 340 pixels by 453 pixels (aspect ratio 0.75).

$$\frac{340}{453} = 0.75$$

The photograph should show your facial features clearly without the fringe covering part of your eyebrow / eye.

Your head should be at the centre and occupy at least 50% of the length of the photograph.

The background of the photograph should be plain and light in colour. Photographs cropped from candid photographs will not be accepted.

Due to certain image settings, some of the photos may be darkened after they are uploaded.

When this happens, please try one of the following:

a) Open the original photo in **Adobe Photoshop**,
    go to *File > Save for Web & Devices*
    > set the Preset to *JPEG High*
    > enable the *Convert to sRGB* option
    > Save and re-upload

b) Take your photo using a different source and upload the new photo