

REQUIREMENTS

ACCEPTABLE

NOT ACCEPTABLE

1. Background must be plain and off-white such as light grey or cream (no patterns, texture, objects, windows...)



Plain background

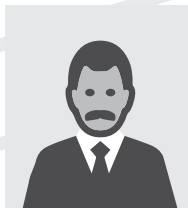


Background not plain

2. Face and shoulders should be centered and nearly fill the image area



Acceptable distance and centered



Too far



Too close



Not centered

3. Neutral facial expression



Neutral expression



Smiling



Mouth open

4. Eyes must be open and clearly visible (no sunglasses or tinted lenses, nothing obscuring the eyes)



Eyes open and visible

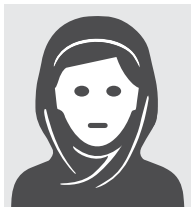


Dark glasses

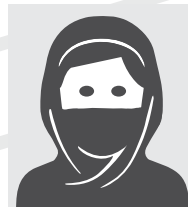


Glare on glasses

5. Full head must be visible, without any covering, unless worn for religious, cultural, or medical reasons.



Face uncovered and clear



Face is covered



Hats