<table>
<thead>
<tr>
<th>Sample Photos</th>
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<td><img src="image1.png" alt="Sample photos" /></td>
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**Format**
- The photo must clearly show the person’s facial features from the forehead to the chin. The face has to be in the right place on the photo. The top of the head and the background area should not be visible. If the head moves up too far, the face must be cut off. If the photo is too small, the components of the face (e.g., chin, nose, and so on) will not be clear. Shadows on the face are not acceptable.

**Lighting**
- Photos must be taken with even lighting; shadows, reflections, and spots are to be avoided.

**Background**
- The background must not be one colour and likely not mixed grey tread. A medium-grey background is suitable when light grey background is too light, but a bright background would not be suitable. The photo must show only the person to be photographed by the viewpoint described here. Shadows on the background are not acceptable.

**Photo Quality**
- The image must not be of poor quality, due to poor resolution or poor quality due to poor quality. Colour photos must have proper colour balance and reproduce natural skin tones. The photo must be clear, unaltered, and free of marks. Photos may be in black and white or in color.

**Head Position and Facial Expression**
- The head of the person photographed should be erect (not turned, bent, or tilted).
- The facial expression should be neutral with the mouth closed and looking directly at the camera.

**Eyes and Line of Sight**
- The person in the photo must be looking directly at the camera.
- Eyes must be clearly visible (no flash reflection off the lenses, frames covering eyes, or other persons or objects in the photo).

**Glasses**
- Backlighting may not cover any part of the face. Shadows on the eyes are not acceptable.

**Head Coverings**
- Backlighting may not cover any part of the face. Shadows on the head are not acceptable.

**Children**
- For children aged 5 and under, the following requirements apply:
  - The face should take up 30 to 50% of the photo. The child’s head should be lower than the top of the head, with the forehead in the middle and the face in the middle of the photo. Because it is difficult to determine where the top of the head would be without hair, photos should be rejected only if the face measures less than 27mm or more than 40mm. See below for special measures less than 17mm or more than 40mm. See below for special circumstances.

**Babies and Very Young Children**
- For newborns and up to 1 year, the face should take up 35 to 50% of the photo. The child’s head should be lower than the top of the head. Shadows on the head are not acceptable.