

GUIDELINES FOR CAPTURING PHOTOGRAPHS FOR MINORS
BELOW 4 YEARS OF AGE

- Close up of the head and top of the shoulders such that the **face takes up 80-85% of the photograph.**
- The photograph should be in color and in the **size of 45mm x 35mm.**
- Background of the photograph should be White.
- The photographs must:
 - Show the applicant looking directly at the camera
 - Show the skin tones naturally
 - Have appropriate brightness and contrast - Show the applicants eyes open & clearly visible, - Should not have hair across the eyes.
 - Be taken with uniform lighting and not show shadows or flash reflections on the face and no red eye.
- It should have full face, front-view, eyes open.
- Photo should present full head from top of hair to bottom of chin.
- Centre head within frame.
- There should not be any distracting shadows on the face or on the background.
- Head coverings are not permitted except for religious reasons, but the facial features from bottom of chin to top of forehead and both edges of the face must be clearly shown.
- The expression on the face should look natural.
- Sample pictures are attached in next page for reference.

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