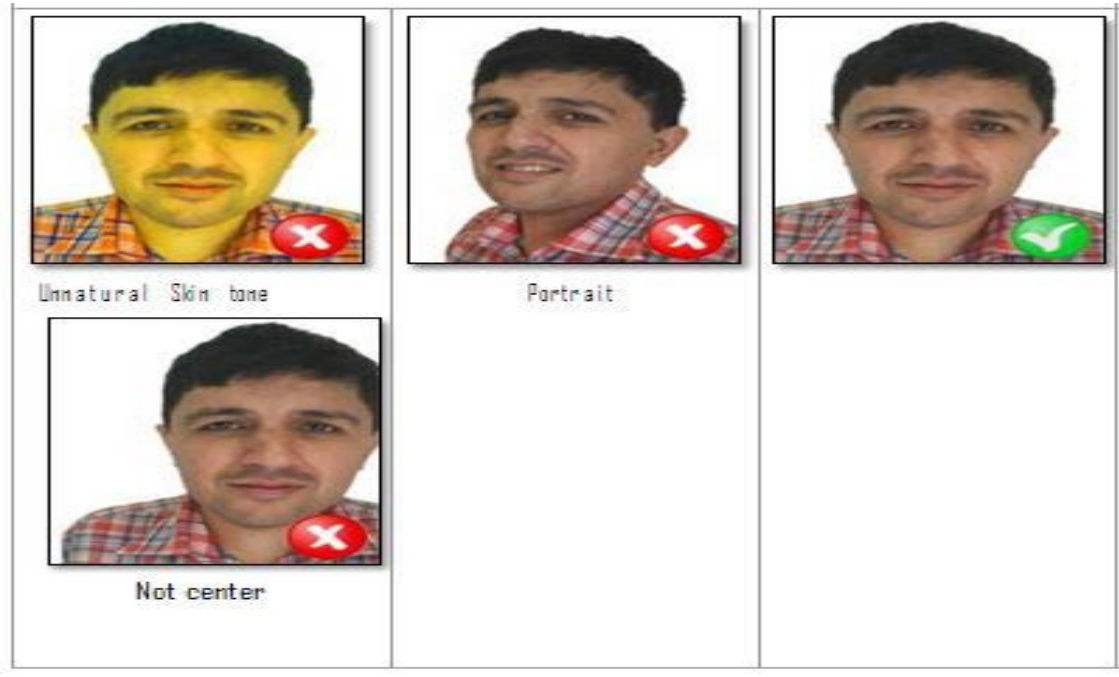# Photograph Capturing & Uploading Guidelines

Below mentioned guidelines will assist you through the process of uploading photograph in online application:

1. Photograph must be taken professionally against a white background with dimensions not less than 350 x 467
2. Photograph must not be older than 6-months
3. Photograph must be taken while looking straight in the camera with sharp focus
4. Photograph must be of high quality with no ink marks or creases
5. Black and white photographs are not accepted. Make sure that photograph is taken with appropriate brightness and contrast
6. Eyes must be clear in the photograph with no hair across the eyes
7. Photograph must be taken without glasses and cap
8. Photograph must be original that has not been altered in any way.

Following are few examples



Too Close          Too Far Away

Blurred


Looking Away




Unnatural Skin tone


Portrait




Not center

Glasses

Sun Glasses

Wearing Hat

Background

Mouth open