INSTRUCTIONS FOR FULL LENGTH PHOTO AND PASSPORT SIZES PHOTO

# CASUAL SHOT

\* jeans and a plain top (no designs, should not be a white top) \* Full length (the top of your head and your shoes must be visible) \* Sharp and in focus

- \* Must be directly facing the camera
- \* Photo should not be altered
- \* Head shot must be from the top of your head to your shoulder





4" X 6" 10cm X 15cm





#### INSTRUCTIONS FOR FULL LENGTH PHOTO AND PASSPORT SIZES PHOTO

### FORMAL FULL BODY AND PASSPORT SIZED

- \* Business attire
- \* Full length (the top of your head and vour shoes must be visible)
- \* Hands straight by your side with both legs together
- \* Stand up straight
- \* Must be directly facing the camera
- \* Photo should not be altered
- \* Must maintain a neutral expression
- \* Head shot must be from the top of vour head to vour shoulder

1.78" X 1.38" 4.5cm X 3.5cm



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