



Photograph Guidelines for SWQR Cards

Photographs

All applications must include a recent photograph and must be a true likeness of the applicant. The guidance below will detail acceptable photographs, and will help avoid the need for us to ask for more photographs.

The photograph must:

- be recent (taken within the last month)
- be passport sized (45 millimetres (mm) high x 35 millimetres (mm) wide)
- be printed in colour, not black and white
- be taken against a light coloured background that enables the candidate's features to be clearly distinguishable against the background
- be a close up of the candidate's full head and shoulders
- be undamaged, for example by creases from paperclips/folds or ink marks
- be clear, sharp and in focus (not blurred) and in proportion (not distorted)
- have a strong definition between the face and the background

The photograph must show:

- the candidate facing forward, looking straight towards the camera
- the candidate's eyes open and clearly visible, with no heavily tinted glasses covering the eyes
- the candidate's full head, without any hats or head coverings, unless it is worn for religious beliefs or medical reasons
- nothing covering the candidate's face — please ensure that nothing covers the outline of the candidate's eyes, nose or mouth

Please note that photographs become part of our official records and we will not return them.



X background too busy



X no sunglasses



X picture blurred



X no hats



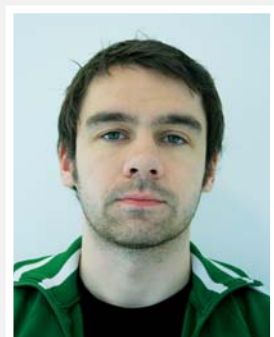
X too far away



X too close



✓ correct photo



✓ correct photo