

Photographs for Student Cards

We require a passport-sized photograph for your matriculation/student card.

Please follow the exact guidelines below, to upload a photograph for this purpose.

Please note – if the photograph fails to comply with any of the guidelines below it will not be accepted. Failing to supply a valid photograph prior to the start of term will delay your receipt of your matriculation/student card, which you will need to access a number of student services and as proof of your student status.

- The image must be portrait in shape, clearly showing your face, and appropriate for use on an official document.
- The total file size of the image must not exceed 30kb.
- Please [use this link](#) upload your photo
- To achieve this small file size we require the image to be:
 - Cropped appropriately, so that your face is central and fills most of the image
 - Resized to **35mm wide x 45mm high**
 - Resampled to **72dpi** resolution
 - Saved as **yourname.jpg** (a JPEG)




✓ Image acceptable



✗ Face too small within image




✗ Wrong dimensions

 yourname.jpg

41 KB JPG File

✗ File size too big (300dpi)

 myname.jpg

17 KB JPG File

✓ Image acceptable (72dpi)