

# Portrait Requirements and Options

## Photo Requirements

- Image type: jpg, jpeg, or png
- File size: maximum 5MB
- Acceptable dimension: minimum 960 x 1080
- Plain background
- Natural lighting
- Showing your full frontal face with clear facial features
- No text or graphic over the image
- With sufficient headroom
- Attire, gesture and the photo content be appropriate for a University Congregation
- Avoid logos and brand images and have the focus on your face

Please refer to the sample below for an acceptable portrait:



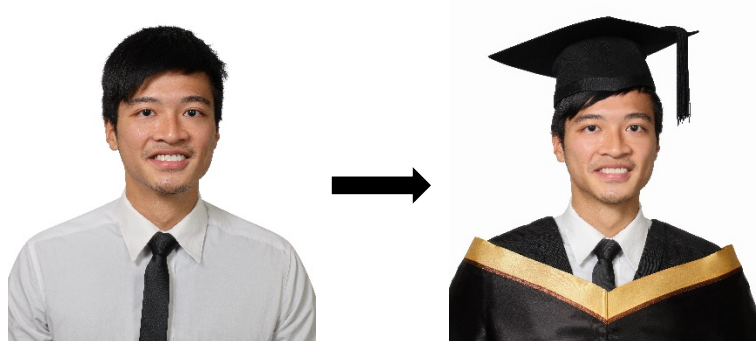
## Portrait Options

You can upload your portrait with or without academic gown as shown below:

1. With gown



2. Without gown - a virtual gown will be added for you



## Photos Not Meeting the Requirements for Virtual Presentation

Please note the following samples of photos which are not acceptable for virtual presentation at the Congregation and make sure to upload one which can be used for the purpose:

### For Photos with Academic Gown



✓ Approved

Avoid the following common mistakes when uploading portrait with your gown:



✗ Tassel on your right



✗ Taking from the side



✗ Loop of the hood not attached to your suit's button



✗ Imbalanced hood



✗ inside out hood



✗ With Graduation



**X** With flowers

For Photos without Academic Gown



**✓** Approved

Avoid the following mistakes when uploading your portrait for adding virtual gown:



**X** Look to the side



**X** Tilt your head to the side



**X** Lift your chin up



**X** Hair covering your face