

- Candidates must provide one colour passport photograph (Australian standard) that is not more than six months old
- Black and white photographs cannot be accepted
- The image must be clearly visible i.e. the photographs must not be stamped, signed / written on, marked, folded, stapled over or damaged in any way

**SIZE**

- Standard passport sized photograph
- Minimum 35 mm in width
- Minimum 45 mm in height

**POSE**

- A close-up of the head and top of shoulders (70 – 80% of the photo)
- Looking straight towards the camera with face square on
- Both ears showing or both edges of the face visible if hair covers the ears
- NOT portrait style
- NOT looking over one shoulder
- Head not tilted or rotated

**PHOTO QUALITY**

- Print quality of professional standard
- High quality paper and colour image
- No ink or marks on the image

**LIGHTING & FOCUS**

- No shadows or glare on the image or background
- Good colour balance that shows skin tones naturally
- A plain, light coloured background (beige or white background)
  - no objects in the background
  - no patterned background
- Appropriate brightness and contrast
- Uniform lighting
- Sharp focus and clear
- No 'red eye'

**EXPRESSION**

- A neutral expression with mouth closed - no smiling, squinting, frowning or raised eyebrows
- Nothing covering the face
- Eyes open and clearly visible - no hair covering the eyes

**GLASSES, HEADCOVERS, CLOTHING**

- Nothing should hide the outlines of the eyes, nose or mouth
- The picture must be taken without glasses
- Head coverings worn for religious reasons are permitted
- Facial features from bottom of chin to top of forehead and both edges of face must be clearly shown

