



College of Europe
Collège d'Europe

Brugge



Natolin

Picture ID Guidelines:

- The picture needs to be in colour.
- Your face should be in focus and directly facing the camera.
- Keep your head straight and upright.
- Your head should be centered in the frame.
- Use a neutral/natural facial expression.
- Sunglasses and hats are not OK. Only head coverings worn for religious reasons on a daily basis are permitted.
- Make sure the picture presents the full head from the top of the hair to the bottom of the chin, showing also the top of the shoulders.
- Lighting should be adjusted to avoid strange or hard shadows.
- You need to be the only subject on the picture.
- Use a "neutral" background for your picture. So holiday pictures at the beach, in front of a monument or a building will not be accepted.
- If your digital image does not reflect your current appearance, even if it is not older than 6 months, the College of Europe will request a new picture or take a new picture at your arrival.
- Photos copied or digitally scanned from driver's licenses or other official documents are not acceptable. The same goes for snapshots, magazine photos, low quality vending machine or mobile phone photos, and full-length photographs.
- The final picture needs to have a minimal resolution of 1024 by 1024 pixels.

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