

## **Friends University Student ID photo requirements**

If you missed taking an ID Picture while on Campus and want to send a photo for your Student ID; requirements are listed below:

- Colored photograph (cannot be black and white)
- Recent, no more than 3 months old
- Plain white background
- Well-lit. No shadows or glares.
- Shoulders and entire face must be in the center of the picture.
- Facing straight forward (not tilting head or body)
- Not blinking
- No other people or objects in the photo
- No hats or sunglasses
- No filters or edits
- Photo size requirement (often 6000 x 4000 pixels)
- Picture type, JPG Send all photos to the following email address:  
allen\_eberwein@friends.edu Please direct any questions to Allen Eberwein @ 316-295-5822 or allen\_eberwein@friends.edu