BFHcard photo guidelines

To enable us to produce a personal BFHcard for you, we need you to upload a passport photo which has to meet specific criteria:

1. Basics
   - A passport-like photo is required to create the BFHCard.
   - No further objects or people should be visible on the photo.
   - The face should be in the middle of the photo and take up approx. 2/3 of the height and width of the photo.
   - The photo must be as recent as possible.

2. Sharpness and contrast
   - The face must be clearly identifiable on the photo.
   - The face must be sharp in all areas and clearly recognisable.
   - The background should be as neutral as possible and provide a contrast to the face and hair.

3. Head position and facial expression
   - The person should look directly into the camera.
   - Profile pictures are allowed if more than 50% of the face is clearly visible.
   - The face may not be (partially) covered by objects.

4. Eyes and line of gaze
   - The eyes must be open and recognisable.
   - Reflection on glasses must be avoided.
   - Shaded glasses and sunglasses are prohibited.

5. Headdress
   - No headdress may be worn on the photos.
   - Religious headdresses are however the exception to this rule; the face must be recognisable, though, from the forehead to the chin.

6. Size, ratio and resolution
   - The photo for the BFHCard will be printed with a 4:3 aspect ratio. If the photo has a different ratio, it will be cropped automatically to fit.
   - The photo must be a JPEG file with a minimum resolution of 196 x 245 pixels.

Effective: 21 April 2020