

■ Any RCS Individual Applications submitted without acceptable photographs cannot be processed. If you have any queries regarding photographs please call 0845 519 5768

Photograph Guidance

All Reset Certification Scheme Individual applications must include two identical recent passport photographs.

The photographs you send us must be a true likeness of you. The guidance in the following pages will help you send us acceptable photographs, and will help avoid the need for us to ask for more photographs.

The photographs must be:

- a recent image of you on your own and both photographs must be identical
- standard passport size images, 45mm high x 35mm wide (however, please do not trim your photographs to meet this condition)
- taken against a plain light grey or plain cream background
- in colour, not black and white and free from shadows
- undamaged, for example not torn, creased, or marked
- taken with your eyes open and face clearly visible (with no sunglasses or tinted glasses, and no hair across your eyes)
- free from reflection or glare on your glasses, and the frames must not cover your eyes (where possible, we recommend that you remove your glasses)
- of you facing forward, looking straight at the camera and free from red-eye
- taken with nothing covering your face and ideally with a neutral expression
- taken of the full head, without any covering, unless it is worn for religious beliefs or for medical reasons



Acceptable



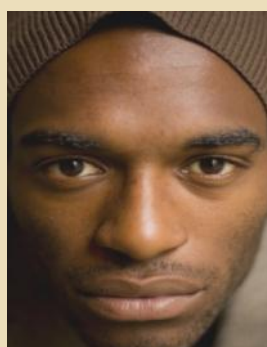
Acceptable



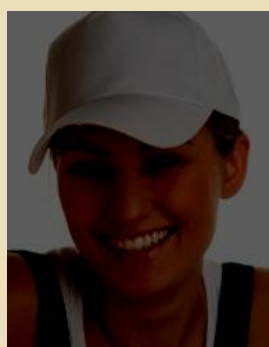
Acceptable



Acceptable



Unacceptable
Hat and too close



Unacceptable
Hat and too dark



Unacceptable
Covered face



Unacceptable
Sunglasses, shadow