



TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION COUNCIL (TVET CDACC)

CDACC/CBA 7/62 (7)

SPECIFICATIONS OF DIGITAL PASSPORT SIZE PHOTO TO BE UPLOADED IN THE TVET CDACC PORTAL FOR CANDIDATE REGISTRATION

When registering a candidate in the TVET CDACC portal, the candidate's digital passport size photo to be uploaded must meet the following specifications::

- a) It must be a passport size photograph, coloured and **MUST** be taken using a digital camera.
- b) The photo should be taken on a white background (the backgrounds should be plain not flowered).
- c) Photo size should be 3.5cm wide x 4.5cm high (equivalent to 132 pixels x 170 pixels up to a maximum of 200 pixels by 200 pixels) as shown in figure 1 below and free from shadows.

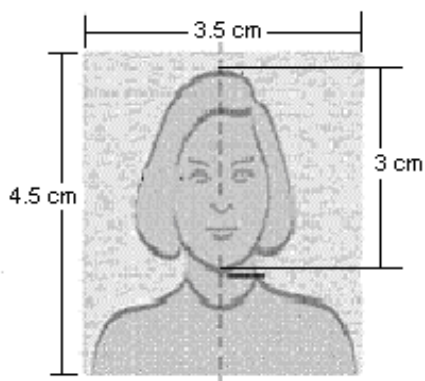


Figure 1

- d) Photo size should not be altered by computer software.
- e) The photo should be taken with eyes open (with exception of candidates with visual impairment) and clearly visible (no sunglasses or spectacles).
- f) The candidate should be facing forward, looking straight at the camera.
- g) The Candidate should be having a plain expression with the mouth closed (no grinning, frowning or raised eyebrows).

- h) Each candidate should be on his/her own, no group photos or objects like dummies or toys or even other people being visible on the photos.
- i) The photo should be in sharp focus and clear with a strong definition between the face and background. Also free from shadows.
- j) The photo must contain the full face, neck, and shoulders of the candidate in frontal view.
- k) The photo must be less than six months old.
- l) Head covering will only be allowed for religious reasons if it does not obscure facial features.