National University of Singapore
Photograph Instructions

Submit two (2) passport-style (3.5cm x 4.5cm) photos directly to UCEAP.
- NUS Application - Scan photo and upload with your online NUS application. Paperclip one (1) photo to NUS application printout.
- Study Center – Enclose one (1) photo in an envelope.

The photo you submit to UCEAP must be in passport format. They should meet the following general requirements:

- The photo should be a 3.5cm x 4.5cm high-resolution color photo on photo paper.
- It should be taken on a white background and issued by a photo or copy shop (e.g., Costco, Walgreens, Kinko’s). You cannot print these photos yourself with a digital camera or take them in a photo booth.
- The most convenient way to get acceptable photos which will not cause any delays is to obtain them at a passport photo service.
- The photo should have only your head and shoulders at the center of the photo.
- Your appearance should be as neat and clean-cut as possible. Make sure your hair does not block your face (no bangs).
- Photos should be taken in normal attire, without a hat or headgear that obscures the hair or hairline.
- Print your name and program on the back of each photo. Be careful that the ink is dry. Place a piece of paper between each photo to ensure that ink does not smear on the other photos.
- For additional information on photo formatting, see the US State Department guidelines.

Student Name
Program Name
Year