

### **Photograph Image**

1. Photograph must be a recent passport style colour picture.
2. Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
3. Look straight at the camera with a relaxed face
4. If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
5. If you have to use flash, ensure there's no "red-eye"
6. If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
7. Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
8. Allowed Photo Size – 3.5 cm x 4.5 cm
9. Size of file should be between 25kb-50 kb
10. Ensure that the size of the scanned image is not more than 100KB. If the size of the file is more than 100 KB, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.



### **Signature Image**

The applicant has to sign on white paper with Black Ink/jel pen.

The signature must be signed only by the applicant and not by any other person.

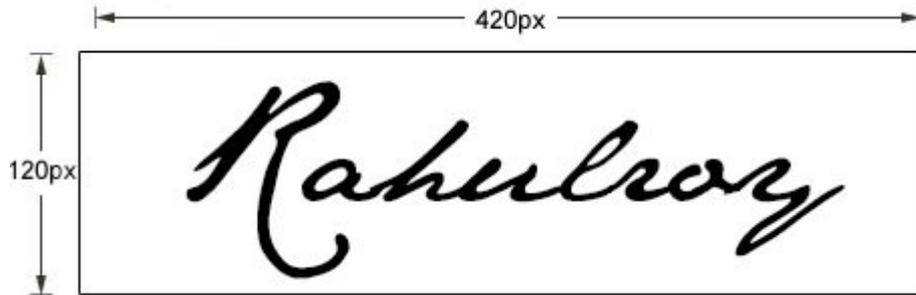
The signature will be used to put on the Hall Ticket, attendance sheet and wherever necessary.

If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the applicant will be disqualified.

Dimensions 3.5 cm x 1.5cm (preferred)

Size of file should be between ( 10KB – 50KB)

Ensure that the size of the scanned image is not more than 50KB



### Left Thumb Impression Image

The applicant has to put his Left Thumb Impression (LTI) on white paper with Blue/Black Stamp Pad.

The LTI must be given only by the applicant and not by any other person.

The LTI will be used to put on the Hall Ticket, attendance sheet and wherever necessary.

If the Applicant's LTI on the answer script, at the time of the examination, does not match the LTI on the Hall Ticket, the applicant will be disqualified.

Dimensions 3.5 cm x 1.5cm (preferred)

Size of file should be between ( 10KB – 50KB)

Ensure that the size of the scanned image is not more than 50KB



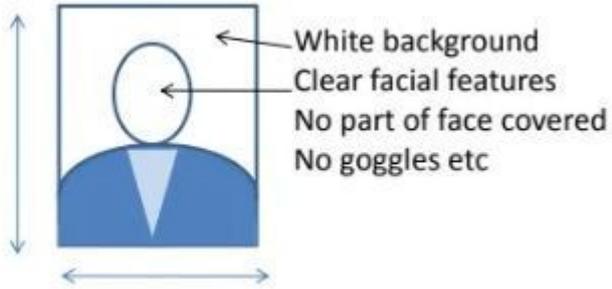
LEFT TILTED



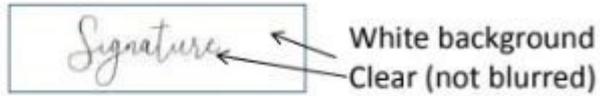
RIGHT TILTED



**Colour Photograph**  
Taken professionally  
(Not Mobile phone)  
Within last six months



Signature on a white  
paper preferably using  
a black pen



Left thumb impression  
on a white paper

