

Student Card Photo Instructions

All Students New to IADT

September 2019



Before you arrive for your First Year Matters/Induction, there are two things you must do – make sure you:

- 1 Register online
- 2 Email us a digital photo of you, in jpeg format

Image Specifications	The image should be no longer than 1000 pixels on the longest side (at 300dpi). This will give an image of approximately 5cm x 3.5cm
Where do I send the image?	This image must be emailed to studentidcard@iadT.ie The subject field of the email should state: <ul style="list-style-type: none">– Your course code, ie DL827– Your Student number, ie N00123456– Your full name
Colour or Black + White	Colour
Are there specific instructions?	<ul style="list-style-type: none">– You must show your full head, with your eyes open and clearly visible– You should be facing forwards and looking directly at the camera– Your head and/or face should not be covered, unless a head covering is worn daily for religious or medical reasons. The head covering must allow your full face to be clearly visible and should not cast any shadows on your face– There should be no other person in the photograph– If you wear glasses, ensure the photo is free from reflection or glare from your glasses and the frames should not cover your eyes
When/where do I collect my card	At First Year Matters/Induction Week in the Carriglea Building (week commencing 7 September 2019)
Do I need anything with me when I collect my card	Bring along: <ul style="list-style-type: none">– The email sent to by Admissions with your Student Number listed– Completed Declaration form (for undergraduate students only)– Your PPS Number– Your SUSI grant letter, if appropriate

Samples of correct and incorrect images are set out below.

