

How to resize photo for online registration

You will need a recent photograph in the right size to complete your online registration. For your photograph to be successfully uploaded, it must be less than 150KB.

- **Step 1:** Open the photo file that you have saved on your laptop / pc in order to check the size of the photo or to resize it.
- **Step 2:** Once it's opened, right click on the photo or click the three dots that appear above the photo on the top-right corner of the screen, then click "Resize Image".



Step 3: Check that the size of your photo does not exceed 150KB. If it does, change the dimensions by adjusting the Width and/or Height and you will see the size of the image adjust downwards (in KB) on your screen.

Resize					
O Pixels	•	Percer	ntage		
Width (%)	Height			(%)	
80		Θ	80		×
	•	-	-	JPG	~
Current:	1000 x 1500 pixels			176.9 KB	JPEG
New:	800 x	1200 p	oixels	80.7 KB	JPG
Sava				Cancel	

Step 4: Save the new version of your photo by clicking "Save".