

ID Badge Photo – Upload Guidance



All learners are required to upload a passport style photo to their portal under the **My GC ID Badge** section. All photos will be assessed and if deemed inappropriate for your ID Badge they will be removed and you would be required to re-upload or take one when you come to college.

We have put some further guidance below for you.



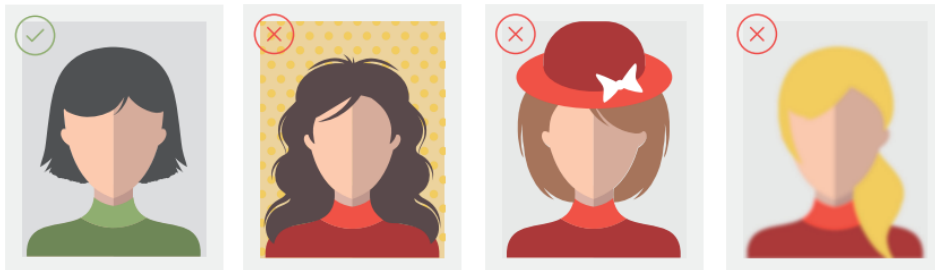
If you are using a Smart Phone / iPhone, make sure you **do not** take the photo in **Live Image Mode**, this **will not** upload.



Make sure the photo you have taken is clear before uploading.

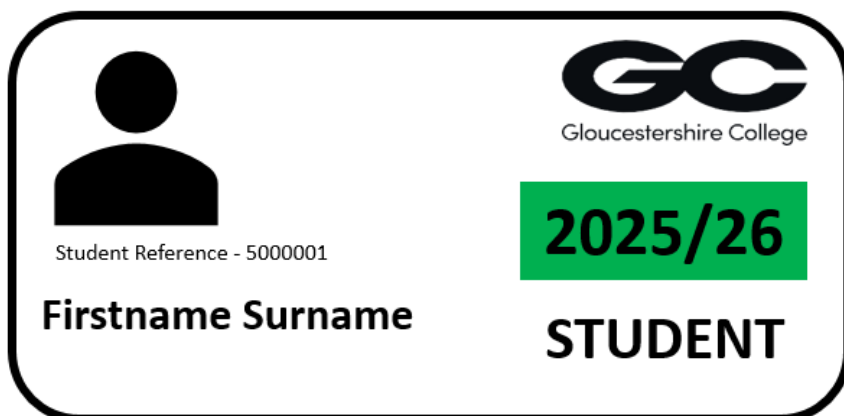


The photo should be a passport style photo but **not** a photo of your passport.



The photo should not contain other people, have filters or backgrounds applied.

What will my ID Badge look like?



ID Badges **must** be worn and be visible at all times when you are at college.

Phone – 0345 155 2020 (option 3)

Email – applications@gloscol.ac.uk