

HAMPTON

UNIVERSITY

Self-Service Hampton U Photo ID Station

Submit Your Photo For HU ID

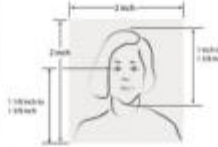
Step 1: Take a clear picture with a light background from the shoulder profile and up

Step 2: Go to Hu Email, Look for an email from Hampton Online Photo Submission

Step 3: Follow Directions, Then Submit



Acceptable Photo



Unacceptable Photo

Follow These Guidelines To Submit An Acceptable Photo

- **Submit one color photo, taken in the last 12 months**
- **Your photo must Clearly identify YOU. Your entire head and shoulders must be visible, with space between your head and the top of the photo**
- **Show only you in the photo**
- **Be in color and have a solid white or off white background**
- **Be face forward, looking directly into the camera**
- **Be in JPEG format**
- **Be pixel size larger than 120x90 and file size between 15 KB and 1MD**

Your Photo Must NOT Have

- **Items touching face such as props or hand gestures**
- **Glares or reflections , especially from glasses**
- **Jewelry or garments obstructing view of face**
- **Hats or sunglasses**
- **Filters commonly used on social media**

Failure to submit an acceptable photo using the required format will disrupt student onboarding and limit access to on-campus facilities and other venues

**FOR MORE INFORMATION CONTACT HU TRAFFIC OFFICE
(757)-727-5258**