

In preparation for your start date, you are required to provide a photo for your employee ID. Please be sure to follow the below guidelines. If you are unable to upload a compliant photo you can take your picture in the ID room upon arrival.

KEEP IN MIND THIS PHOTO IS FOR YOUR NYU LANGONE HEALTH ID BADGE!

- The photo must be current & in color.
- Taken in front of a **PLAIN WHITE** background.
- Picture should be taken in a well-lit room.
- Picture should be taken from the waist-up, facing forward with shoulders square to the camera. No side profiles or diagonal pictures.
- Please remove all objects from face to include glasses, stethoscopes, and electronic devices (ear buds, air pods, etc.). Make sure hair is not covering eyes.
- Hats and/or head coverings are prohibited unless for religious purposes.
- Do not take a picture of an existing photo. Pictures of your passport or driver's license are not acceptable.
- No filtered pictures (i.e. Snapchat, Instagram, etc.)
- The photo must be in JPG format & file saved as "LAST NAME, FIRST NAME" (i.e. Smith, Thomas)
- Image size required to be at least 1800x1200 pixels (waist up picture with at least 3 inches above your head).
- **Remember to smile in your photo!**

Refer to the pictures below for guidance

