

Submitting Student ID Photos

Allen College student IDs are required for designated building access and clinical site identification. IDs will be dispersed at orientation. Student IDs are printed **three weeks prior to orientation**. **It is essential that photos are submitted as soon as possible following the steps below:**

1. Photos must be taken against a **light-colored, flat, and neutral background** and must not cut off any part of the head or face.
2. Do not use filters commonly used on social media. No filters or retouching tools may be used.
3. Tank tops, spaghetti straps, or front-revealing tops will not be accepted.
4. Remove glasses to eliminate lens glare.
5. Remove all facial piercings.
6. Have someone else take your photo. No selfies.
7. Email the photo to Admissions@allencollege.edu. In the message, please include your **name (if you have a nickname or preferred name, please indicate in this email), program, and start term**

Photos not meeting the above standards will be rejected. To ensure timely delivery of student ID or inhibiting access and necessary services at Allen College, follow the outlined steps. Please contact Admissions@allencollege.edu or (319) 226-2014 with questions.

