**How to Take the Three Photographs**

Take these 3 photos following the directions below.

![Standardized Photo Set](image)

**Facial Expression**
- Place ¾” sticker on forehead between eyebrows.
- Eyes wide open
- No glasses
- **NO SMILE**
- Lips gently closed
- In Photo 1, have child look straight at you. You should be able to see both ears equally.

**Camera Position**
- The camera should be directly in front of the face. An imaginary line drawn between the two ear canals should fall just below the eyes.
- Take a close-up picture of just the head, not the whole body.