Admission to Professional Degree Courses, Kerala (KEAM 2017)

GUIDELINES FOR UPLOAD IMAGES

For applying KEAM, candidate has to upload scanned images of photograph, signature and left hand thumb impression to the application portal.

Photograph of Candidate:

For applying online, the candidate must have a scanned/digital image of photograph.
The Specification of photograph image should be as follows (to be strictly followed):

200 Pixel

← 150 Pixel →

- Photograph must be in colour with a light colour background, white is preferable.
  It must be taken in a professional studio. Photo taken by mobile phone/tab is not accepted.

- Photograph should be in passport size format. Front view of full face and shoulder portion of candidate is to be seen clearly in the photograph.

- The face of the candidate should be straight and at the centre.

- Photo, wearing caps and dark glasses will be rejected.

- Scanned image file should be in **jpg format** (Jpeg).

- Dimensions of the photograph should be
  150 pixels width and **200 pixels height.**

- Image file should be **between 10 kb and 30 kb** file size.

- Candidate's name and date of photo taken should be printed at the bottom portion of the photograph with black letter and white background.
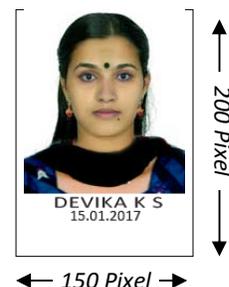
> - If the face in the photograph is not clear, your application is liable to be rejected.
> - Keep a printed copy of uploaded photograph in your custody for affixing in the printout of application.
> - The uploaded photo and photo affixed on the printout of application should be identical. Otherwise application is likely to be rejected

Acceptable format of Sample Photograph

Very Important :

1. If the face in the photograph is not clear or the image is not as per the above guideline, your application is liable to be rejected.

2. A printed copy of the uploaded photo should be affixed on the specified place in the printout of the application and get it duly attested by a gazetted officer/head of institution where the candidate has last studied.

3. The uploaded photo and photo affixed on the printout of application should be identical. Otherwise application is likely to be rejected.

In future, your Admit Card, Data Sheet and Allotment Memo will be printed with the same photograph you have submitted at this stage. Moreover, in examination hall, the Invigilator has to verify the same photograph for identifying the candidate. So strictly follow the specifications and guidelines for the photo to be uploaded.

Signature of Candidate

100 Pixel

← 150 Pixel →

- On a plain white sheet, the candidate should put his/her signature with black/blue ink. Signature should be clear.

- Scan this signature and crop around the signature.
  Do not scan the full sheet. Scanned image file should be in **jpg format**. (Jpeg)

- Dimensions of the image of signature must be **150 pixels width** and **100 pixels height**.

- Image file should be between **10 kb** and **30 kb** file size.
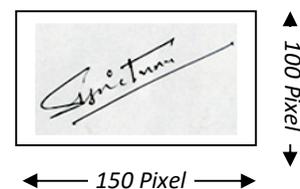
Left Thumb impression of Candidate

- Place left hand thumb on an ink pad. Put thumb impression on a white paper.

- Scan this paper and get the image of thumb impression cropped.

- Image file should be in **jpg format**. (Jpeg)

- Dimensions of the image of signature must be

  150 pixels width and **100 pixels height**.

- Image file should be between **10 kb** and **30 kb** file size.

↕ *100 Pixel*
← *150 Pixel* →
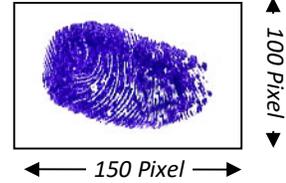
Note that the file size and dimension of signature and thumb impression are same.

Sample screen of 'Upload Images' is given below. If soft copy of Photograph, Signature and Left Thumb Impression is ready in your computer, click the **'Browse...'** button to select the respective image files from your computer.

Subsequent to selecting the three images, candidate needs to verify whether the photograph shown in the screen is candidate's own, clear and sufficient to identify the candidate. If so, check the declaration stated against the row of photograph. Similarly, verify the genuiness and clarity of signature and thumb impression, then **Accept the Declarations** indicated against each. Press **'Upload Images'** button to upload all images to the application portal.

If you try to upload an image which is not in the prescribed format, an error messages will be displayed in 'Upload Images' column. All images should match the corresponding specification.

The images once uploaded cannot be changed after the completing step 3 of 'Fill Application'.

For any further help, contact us :

General Enquiry : 0471-2332120.

Technical : 0471-2339103. 0471-2339104.

Helpline - 24 hours : 0471-155300 , 0471-2335523, 2115054, 2115098 (Citizen's Call Centre).

Fax : 0471-2337228. Email : ceeinfo@cee.kerala.gov.in.

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