



RAMCARD PHOTO GUIDELINES

- ✓ **IN FOCUS:** We need a clear image of ONLY you (not blurry, grainy, or fuzzy) against a plain neutral background.
- ✓ **FORWARD-FACING:** Include a full face-and-shoulders shot, squarely facing the camera. Make sure your eyes are open and visible.
- ✓ **EVENLY LIT:** Find a place free from sunbeams and shadows.
- ✓ **VERTICAL:** Crop your photo just above the top of your head to your collarbone
- ✓ **UNENHANCED:** Do NOT use lenses, filters, text, emoji, stickers, etc. You can however, use the basic editing function within your cell phone to adjust light/brightness
- ✓ **UNADORNED:** Ensure you are not wearing a hat, sunglasses, or other accessories that would obscure your face or head. If you wear a head covering daily for religious reasons, you can wear it; just adjust it to provide a full-face view.
- ✓ **APPROPRIATE:** This is your photo ID for the next four years. The best choice is a solid-colored shirt or top.
- ✓ **ORIGINAL:** Copyrighted photos cannot be accepted
- ✓ **SAVED CORRECTLY FOR SUBMISSION:** Save it as a jpeg with a minimum pixel size of 600 px by 600 px and a maximum file size of 2 MB.



Good Photo Example

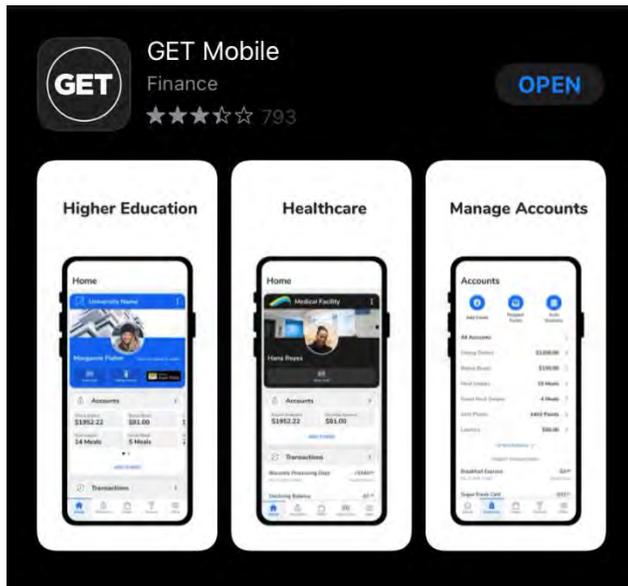


Bad Photo Example

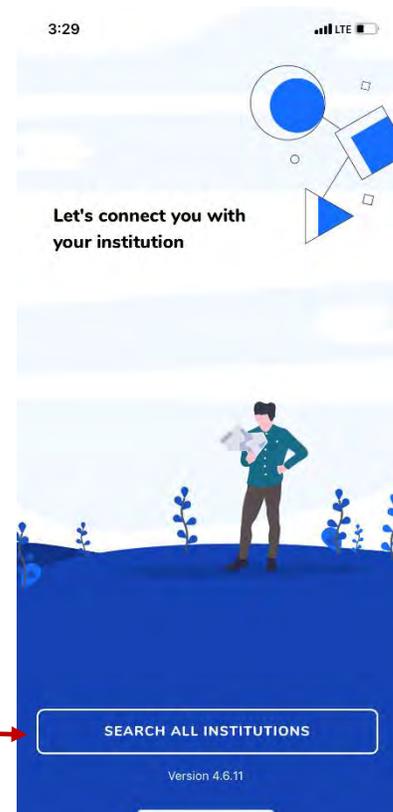
****Your RAMCARD ID can be picked up at the RamCard Office located in the Thompson Center, Room 203, 48 business hours after receiving email confirmation of photo acceptance. Please have your government photo ID available when picking up your RAMCard.****

Uploading Your Photo on GET APP

1. Download the GET App from the Apple Store or Android Store



2. **Open Get App and Click on “Search All Institutions”** at the bottom of the page.

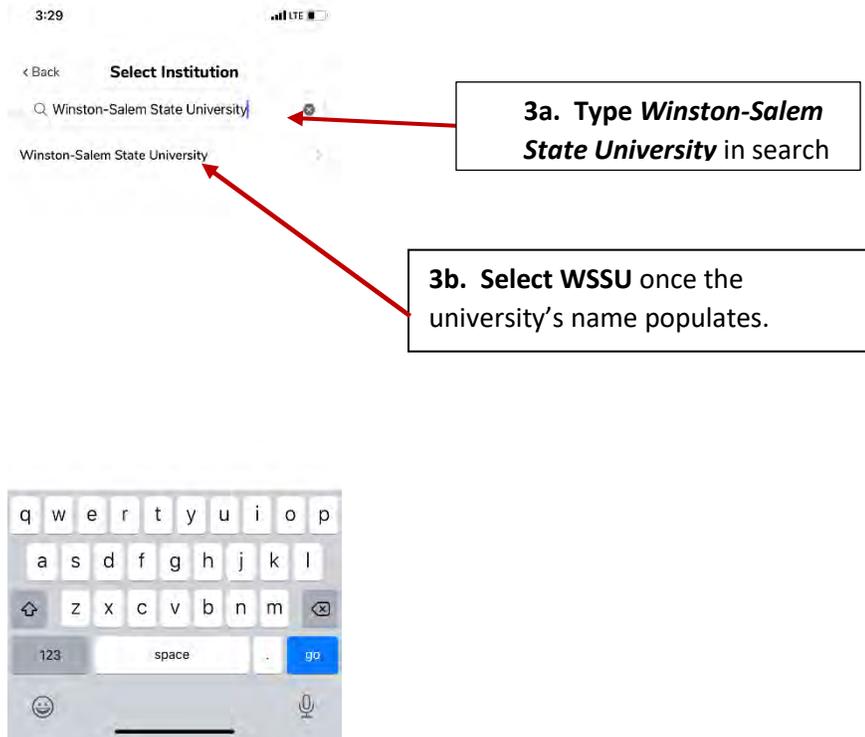


Click on Search All Institutions

SEARCH ALL INSTITUTIONS

Version 4.6.11

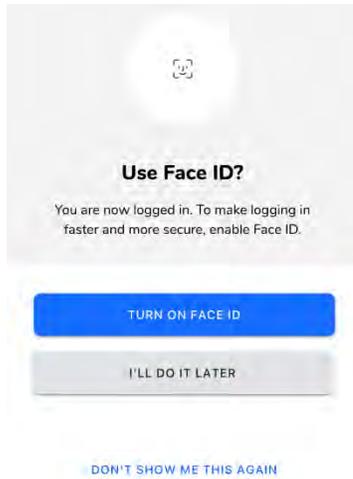
3. Type “**Winston-Salem State University**” in the search bar. Then **select** our university when the name populates underneath the search bar.



4. **Login with your RamID & Password** (network login credentials)



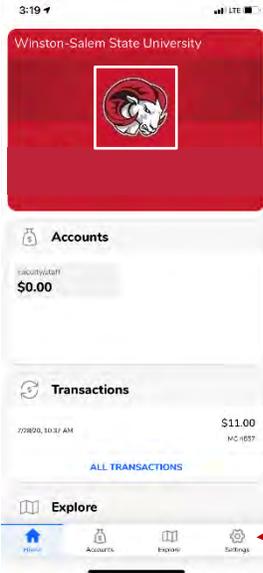
5. Choose *Face ID* option



6. **Create and Confirm** 4 Digit PIN. **Please ensure this will be a number you can remember as well as a number that will not be easily accessed.*

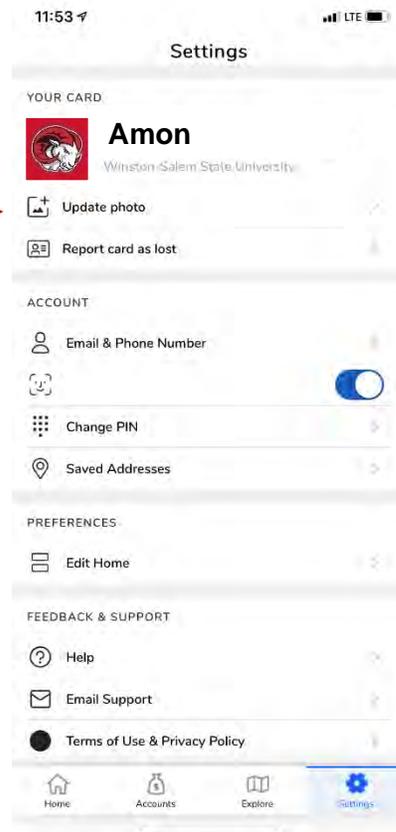


7. On the Home Screen, **Click the Settings** icon at the bottom right-hand corner.



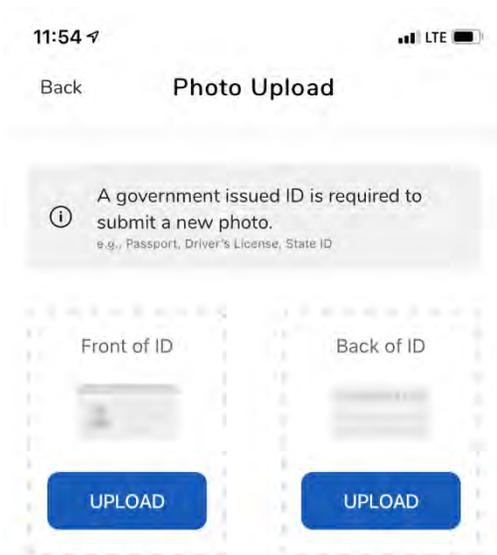
Click the **Settings** Icon

8. Select the **Update Photo** option on the Settings screen



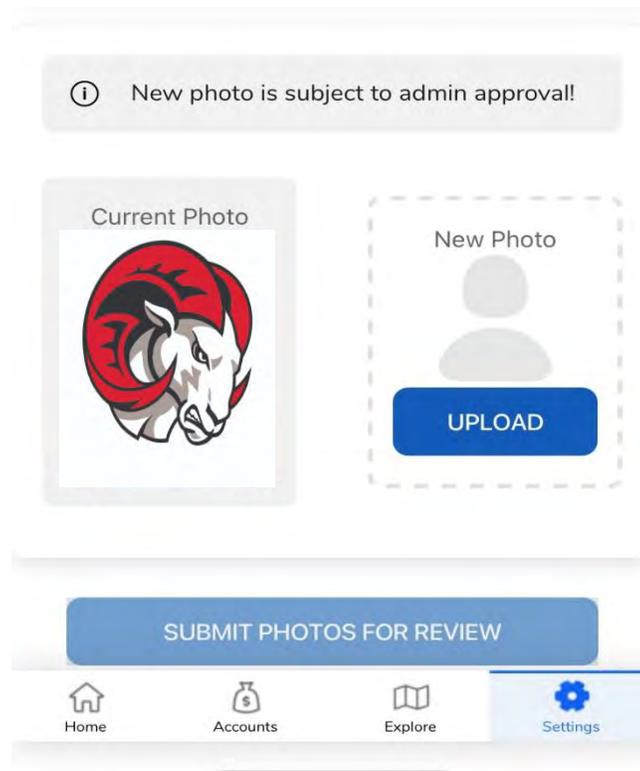
Select **Update Photo**

9. **Upload a picture (Front & Back)** of an official government ID (ex. Driver's License)



10. **Upload a photo** of yourself using the **Photo Guidelines** provided by the RamCard Office.

***Please note if your photo does **NOT** meet our guidelines, it will be rejected and require a new photo submission.





WINSTON-SALEM
STATE UNIVERSITY

11. Once photo is submitted you will receive an email notification of approval or request for resubmission.

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