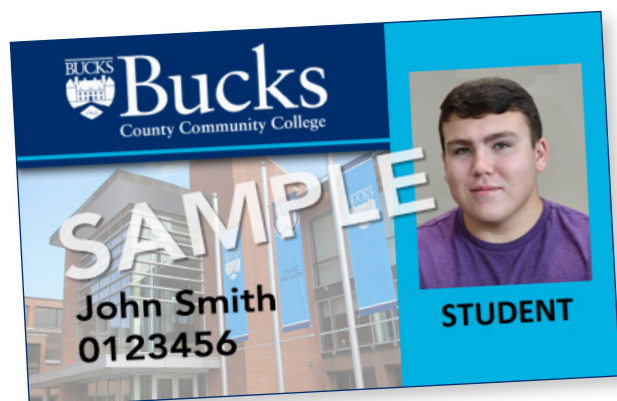# Bucks County Community College
Photo IDs for New Students

Welcome to Bucks!
If you do decide to get a Bucks ID, submit your photo electronically.

Submit a photo of yourself through your Bucks email account!

Pick up your ID at the campus library of your choice!

Submitting your own photo

The picture must meet the following requirements:

- A front profile photo with your head and shoulders – no off-center camera angles
- No hats, no sunglasses, or anything else obstructing your face. Regular glasses are fine.
- Must be in color – no fancy filters or effects
- No other people in the photo
- The background must be **solid** blue or white
- Photos must be submitted through your Bucks email account. Send the photo to **idphoto@bucks.edu** and include:
  - Your name
  - Student ID number
  - Put the word "photo" in the subject line
  - Image should be in a jpg format
  - Include your campus library pick up location (Newtown, Lower Bucks, Upper Bucks).

Helpful tips

- If your photo submission is denied, we will reply back to you with information on how to correct it.
- You will receive an email when your Bucks ID is ready for pickup.
- You must present a valid legal photo ID (driver's license, state ID, passport) when picking up a student ID card.
- Bucks ID cards must have a semester sticker to be valid.
- Semester stickers become available two weeks prior to the beginning of each semester.
- *There is a $10 fee to replace a lost Bucks ID card.*
- *Students may also have their photo taken in person at the Newtown Campus Library.*

For more information go to *bucks.edu/library/services/faq/#Card*

#BUCKSCCC

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