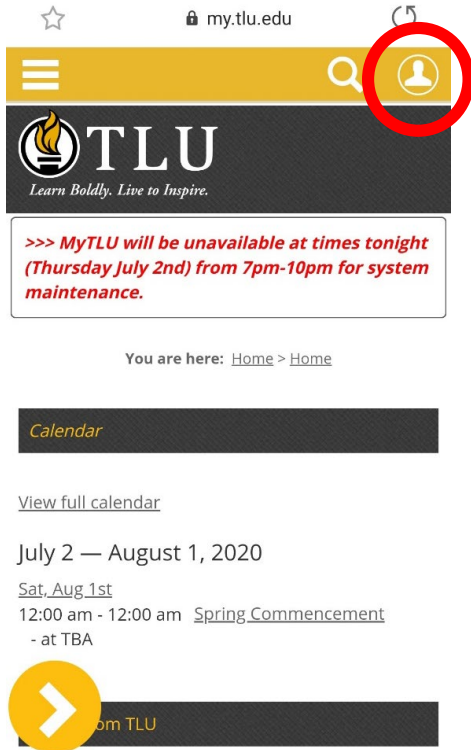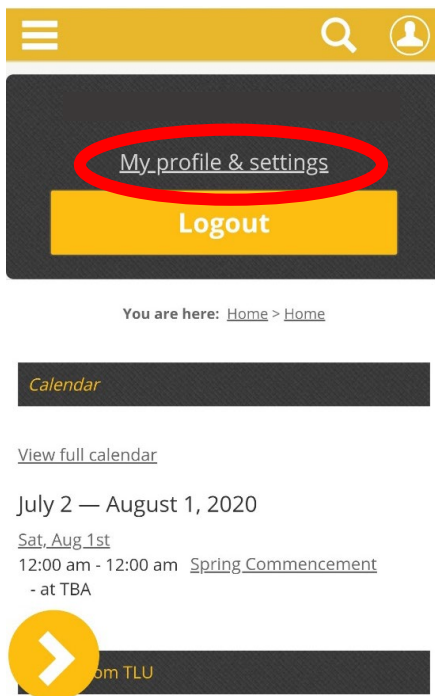**Use these instructions to upload a photo to MyTLU for your student ID card.**

<mark>***Your photo must be taken from the shoulders up, in front of a gray or brown background. No hats or glasses may be worn in the photo. No outdoor photos. The image should be similar to a driver's license photo.**</mark>
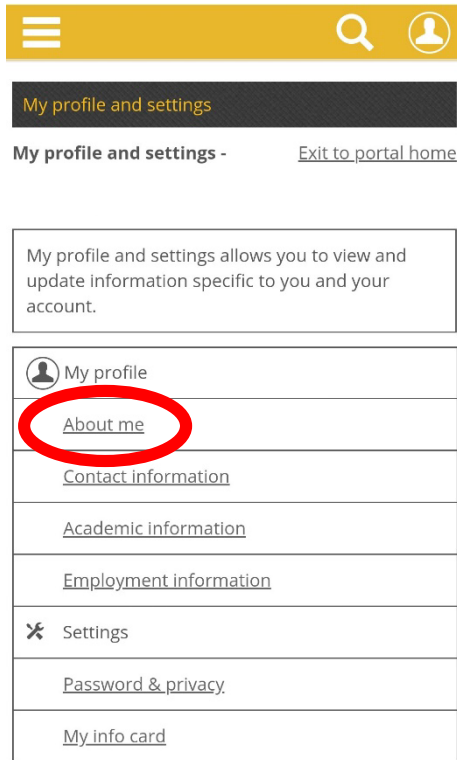
1. Log into MyTLU.
2. Select your user icon in the upper right hand corner.
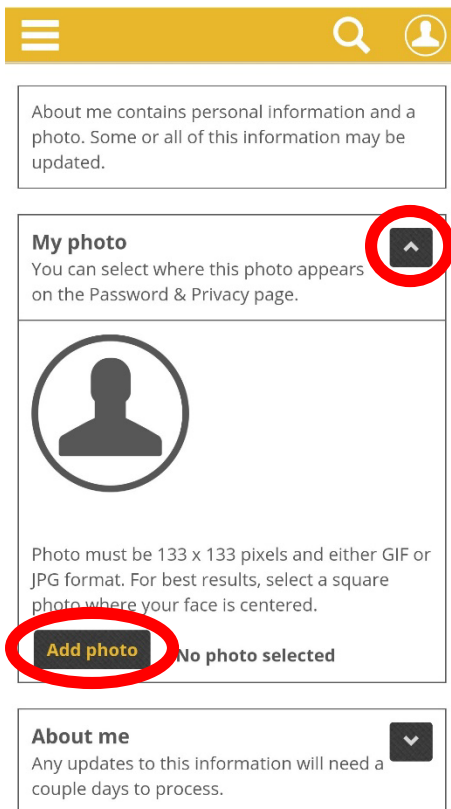

3. Select My Profile & Settings.

4. On a mobile device, select About Me.

5. Select the arrow next to My Photo.
6. Select Add Photo.

7. Upload your photo. Your photo should be a selfie against a grey or brown background. No hats or glasses should be worn in the photo.