

Photograph Specifications Nominees and Short-listed Candidates

1. **October 1, 2024 - Nominee Photograph Submission Deadline**

The Nominating Committee has requested that each nominee submit a black-and-white or color, head-and-shoulder photograph prior to October 1. (*See methods of submission below*)

2. **February 4, 2025 - Short-listed Candidate Final Photograph Submission Deadline**

If you are selected as a potential short-listed candidate on January 25, 2025 and **have not yet submitted a photograph that meets the specifications below, you are required to submit a final photograph no later than Tuesday, February 4, 2025** to callfornominations@aad.org.

If selected as a final slated candidate, your photograph will appear in the ballot book, PowerPoints, the Academy online voting site, displayed during the Annual meeting, and will be on the Academy election website, as well as in other various publications throughout the election period.

Photograph Specifications

- A color photograph is preferred however, black and white is acceptable.
- The photograph should be head-and-shoulder in a high-resolution reproducible form so it can be used in print and electronic Academy election publications.
- If sending a photograph via mail, it must be an original professional photograph, no smaller than 3" (wide) x 4" (high). Mailing address will be provided upon request.
- If emailing an electronic photograph, it must be in the following format:

Accepted File Formats: TIF, EPS or JPG

Unaccepted File Formats: Website JPG or JPG retrieved from a website
Electronic PDF picture files
GIF files

REQUIRED format for mail and electronic photographs:

Professional Resolution: 300 dpi
Color Mode: CMYK (color picture)
Grey scale (black & white picture)
Preferred Sizes: 4 x 6 or 5 x 7

3. **Methods of Submission**

Upload to Nominee Application (*Preferred*): www.aad.org/aadnominations

Email (jpeg or tif format only): Callfornominations@aad.org

4. **Questions**

Send them to Callfornominations@aad.org