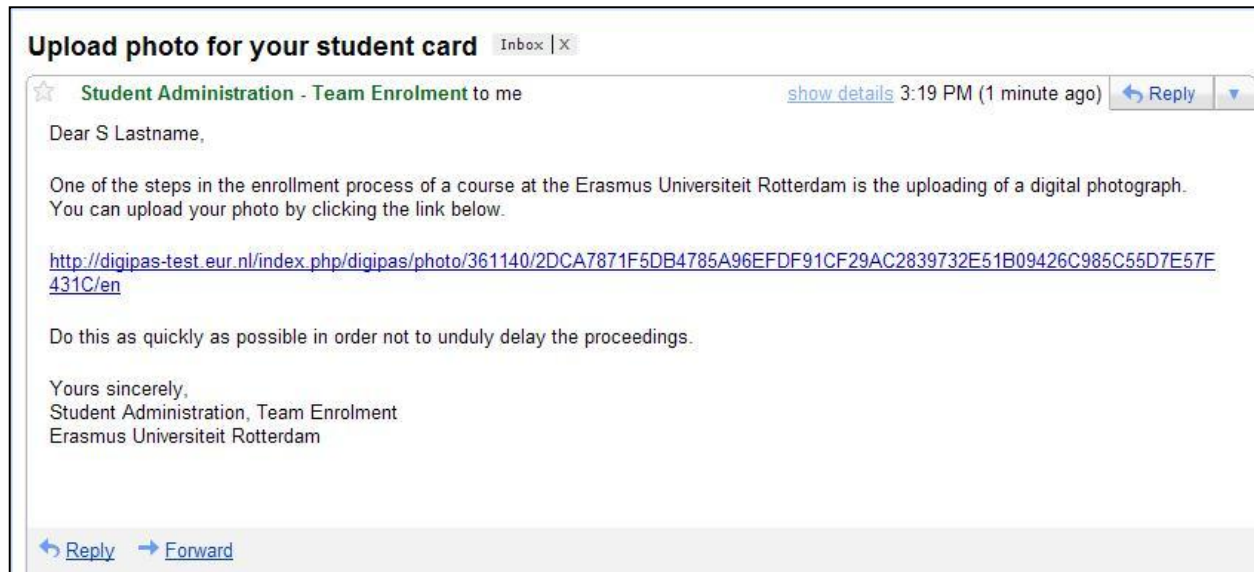# Instruction how to upload your photo for your student card.

Step 1:

After you have submitted your request for enrollment in Studielink, you receive an e-mail at the personal email address your have submitted via Studielink.

Below you see an example of the received e-mail with your photo link:

Step 2:
You are now able to upload your photo. Click on 'Browse' to select your photo and click 'Upload'.

Step 3:

Below you see a photo with a selection frame to scale the photo to the desired view. After you have made the correct view, click 'save':

After you have done this, you will receive a message that the photo has been created and will be reviewed by the Central Registration Office.

In case the photo is not approved, you will be notified via e-mail that your photo has been rejected. You will be asked via e-mail to submit a new photo. You can use your existing photo link to upload the new photo.

What to do if you do not have the photo link anymore?

In case you have lost your photo link, please send an e-mail to cbi@oos.eur.nl mentioning your:

-   studentnumber
-   last name
-   initial(s)
-   date of birth