

ATHLETES LICENSE REGISTRATION GENERAL PROVISIONS FOR ELECTRONIC FILE SUBMISSION

This document provides detailed instructions for NPCs and IPC recognised Registration forms must be accompanied with the following material for each athlete applying for a license:

1. The completed and signed IPC Eligibility Code Form,
2. A recent passport size photo
3. In the case that an athletes' nationality does not match with the NPC country/territory, a copy of the athletes' passport or driver license must be submitted.

The accompanying material must meet the standards as set below:

Complete IPC Eligibility Code Forms and Copies of Passports (where applicable may be submitted either in hardcopy or PDF file format – preferred). The size of a PDF file may not exceed 1 MB and the quality of the scan should ensure that all information is legible.

Recent passport size photos must

1. be recent and allow for easy recognition of the athlete being applied for license;
2. be plain white or light blue background with good contrast against the person (face and hair);
3. not include headgear, dark glasses and hair bands on the athlete, except for religious or medical reasons;
4. have the head of the athlete looking face-on; and
5. either be scanned and saved as jpg (preferred), gif or png in medium to high quality; the width-to-height ratio is between 2:3 and 3:4 (maximum of 176x256 pixels) and be no larger than 250 KB

or

be submitted in hardcopy at a size of 35mmx45mm including the name of the athlete on the back of the photo.

For any material submitted in electronic format to IPC directly, the file name should have the following structure:

NPC_FamilyName_GivenName_DocType

eg: GER_Picolin_Alexander_Photo.jpg or
GER_Picolin_Alexander_EligibilityCode.pdf or
GER_Picolin_Alexander_Passport.pdf