

GLS/C/1241-26

CIRCULAR

23 April 2026

Upload Recent Photographs on the GEMS Parent Portal

Dear Parent,

We kindly request you upload recent photographs of both parents and children through the GEMS Parent Portal on or **before 28th April 2026** to facilitate the issuance of the identity card. You can use either the website or the mobile app to do so.

Requirements of the photograph:

- File format: **JPG**
- File size: **Less than 1MB**
- Recent **passport-size** photograph on a **white background**

Steps To Upload the Photograph:

Via Website:

1. Visit [GEMS Parent Portal](#).
2. Log in using your parent credentials (username & password).
3. Click on Requests → Upload photo (both parents and child/children).
4. Browse and select the file to upload.

Via Mobile App:

1. Log in to the GEMS Connect App.
2. Navigate to Student Info → Upload photo (both parents and child/children).

If you encounter any issues while uploading, please contact us at GLSictadmins@Gemsedu.com.

Thank you for your continued support.

Warm regards,



Asha Alexander أشا ألكسندر

Principal مديرة المدرسة

Executive Leader - Climate Change الرئيس التنفيذي - تغيير المناخ