

Business Attire

Dos and Don'ts

Do Wear

Women:

Suit - black, gray, or navy

Contrasting jacket and shirt

Skirts should not be any higher than 2 inches above knee

White or off-white blouse

Solid-colored blouse or simple stripes

Simple jewelry

Neutral hosiery

Black or dark brown clutch or small/medium purse

Black, navy, or natural shades flats or heels (no more than a 1 ½-2 inch heel)



Men:

Business suit (navy, charcoal, or gray)

Dress pants (black, gray, navy, brown)

Blazer/sports jacket

Long-sleeved, button-down, light-colored shirt

Conservative necktie – solids or very simple patterns

Black or brown dress shoes

Match shoe and belt color

Neatly trimmed haircut/facial hair



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Don't Wear

Women:

- Ill-fitting skirts (short, tight, clingy, or slit)
- Perfume (Recruiters may be allergic)
- Sandals
- Too much jewelry – no long dangling earrings
- Open-toed shoes

Men:

- Cologne (Recruiter may be allergic)
- Loud ties (cartoon character, themed)
- Loafers or sports shoes
- Unusually styled hair
- Colorful or pattern socks

Remember!

- Cut off tags on new clothes
- Cut the X stitching off suit jacket backs and skirt backs
- Wear your hair in a way that you won't fidget with it
- Trim facial hair/clean neat beard

Differences in Terminology

Casual wear: solid colored t-shirt, khakis/nice jeans, polo shirt, flats/loafers

Business Casual: Khakis, collared button down shirt, dress pants, fashionable top, dress shoes, simple skirt

Business Dress: suit and tie, skirt, button up shirt, blazer, dress shoes, flats or heels

Don'ts



Don'ts

