

## Business Professional Attire for Men and Women

### Business Professional Attire for Women:

- Pant/skirt suits or dresses with sleeves
- Suits should be a neutral color, such as navy or another dark color
- Blouses should be cotton or silk in white or a light pastel color
- Pantyhose must be flawless and conservative in color
- Simple pumps with 1-2 inch heel
- Basic accessories and minimal jewelry such as small earrings and one basic necklace
- Hair should be away from face and professional
- Wear a minimal amount of perfume, it will distract the potential employers
- Make-up should be minimal and in conservative tones
- A light briefcase or portfolio case opposed to a casual purse to carry your resume
- All clothing should be ironed

### Business Professional Attire for Men:

- Suits (matching dress pants and jacket)
- Suits should be a neutral color, such as navy or another dark color
- Wear a long-sleeved collard shirt in white or a light pastel color
- A simple tie is required and should match your suit
- Dress socks should match the color of your suit or slacks
- Shoes should be clean, and the belt should match the color of your shoes
- Get a hair cut, short hair means business
- Groom facial hair
- Wear minimal cologne, it will distract the potential employers
- Carry a light brief case or portfolio case to hold your resume
- All clothing should be ironed



# What **NOT** To Wear:

## Men's Attire That is **NOT** Appropriate for the Career Fairs and Interviews:

- No polo's; they are not a substitution for a button-up shirt
- No bold prints or patterns
- No jeans or shorts
- No sneakers, sandals, or work boots
- No uniforms
- No visible piercings or tattoos; conceal if necessary

## Female Attire That is **NOT** Appropriate for the Career Fairs and Interviews:

- No low-cut blouses, see-through or strapless shirts
- No bold prints or patterns
- No skirts above knee length or with a high slit
- No jeans, shorts, or leggings
- No open-toe, strappy shoes, sandals or sneakers
- No uniforms
- No visible piercings or tattoos; conceal if necessary

