

CAREER SERVICES

BUSINESS CASUAL

We act the way we dress. Neglected and untidy clothes reflect a neglected and untidy mind.
- Unknown

Hygiene

- Shower & wash your hair
- Choose a simple hairstyle
- Brush your teeth, floss, & use mouthwash
- Trim your nails
- Use deodorant; avoid strong perfumes & colognes

Women

- Wear minimal make-up

Men

- Shave; trim & brush facial hair

Shirt/Blouse

Men

- Cotton/cotton blend long sleeved shirt with a collar
- White/pastel in color
- Sweater that complements shirt/slacks
- Polo style shirt is also acceptable

Women

- Conservative frill-less
- Cotton/silk fabric
- White/pastel in color

Pants

- Dark blue, black, gray or khaki colors
- Full-length only
- Pants should fit appropriately and comfortably (avoid tight/baggy fit)
- Wear a belt that matches your shoes

Skirt

- Conservative black, dark blue or gray
- Knee length
- Comfortable fit without a high slit (avoid tight/baggy fit)

Shoes

- Polished leather dress shoes in neutral color

Women

- Closed-toe pumps with a low heel (1-2 inches)
- Wear neutral or black hosiery

Men

- Clean shoes that compliment belt color; no scuffs
- Calf socks that blend with your suit or are a little darker

Accessories

- Turn off cell phone
- Cover up tattoos
- Confidence & enthusiasm!

Women

5 conservative pieces:

- Watch, 1 pair of earrings, ring & necklace

Men

2 conservative pieces:

- Watch & ring