



STEPHEN F. AUSTIN  
STATE UNIVERSITY

Center for Career and  
Professional Development

# BUSINESS CASUAL

“You can have anything you want in life if you dress for it.”

— Edith Head

## Hygiene

- Shower & wash your hair
- Choose a non-distracting hairstyle
- Brush your teeth, floss, & use mouthwash
- Trim & clean your nails
- Use deodorant; avoid using perfumes & colognes
- Wear minimal make-up
- Shave, trim & brush facial hair

## Shirt or Blouse

- Long-sleeved shirt with a collar
- Neutral colors (white, gray, black, beige)
- Cardigan that complements shirt & slacks
- Polo style shirt is also acceptable
- Clothing should fit comfortably
- Avoid tight or baggy fit
- Conservative; no frills
- Wrinkle-free/clean
- Empty pockets to avoid any bulging or jingling of coins

## Pants

- Neutral colors (dark blue, black, gray or khaki colors)
- Full-length only
- Pants should fit comfortably
- Avoid tight/baggy fit
- Wrinkle-free/clean
- No jeans or leggings
- Empty pockets

## Skirt

- Knee length or longer
- Neutral colors (dark blue, black, gray, or khaki colors)
- Comfortable fit without a high slit
- Avoid tight/baggy fit
- Wrinkle-free/clean

## Shoes

- Polished leather dress shoes of neutral color
- Closed-toe shoes; up to 2-inch heel; matches attire
- Clean shoes that complement belt color; no scuffs
- Avoid wearing new shoes that may be uncomfortable
- Avoid open-toe shoes

## Accessories

- Turn off cell phone
  - Cover up tattoos
  - Conservative hosiery or tights
  - Dark, calf-level socks that blend with your attire
  - Belt that matches shoes & outfit
- Up to 5 pieces of jewelry:**
- Watch, 1 pair of earrings, ring & necklace