dress for success

BUSINESS CASUAL VS. PROFESSIONAL
Decoding the dress code for interviews and professional events.

BUSINESS CASUAL / PROFESSIONAL

Suit jacket or cardigan can be added for a classy look

More colors and patterns are acceptable

Khaki pants, nice trousers or fingertip-length skirt

Suit pants, slacks, or skirt

Skirts and dresses extend past knee

Flats or heels acceptable

Low heels acceptable

Suit jacket

Collared or polo shirt

Jacket or vest can be added for classy look

Tie optional

More patterns and colors acceptable

Khaki pants or nice trousers

Dress shoes & belt should match

Dress shirt and tie

Suit jacket and pants should match – wear black, grey, or navy blue

TIPS FOR SUCCESS IN ANY BUSINESS SITUATION

- When in doubt, dress conservatively.
- A suit (suit and tie for males) will suffice in most situations.
- Make sure your outfit is wrinkle-free.
- Stick with solid colors and tighter-woven fabrics or simple patterns.
- Accessories should be kept simple: basic pumps, modest jewelry, light make up, and only light perfume or aftershave.
- Wear a belt and a watch. The belt should match the shoes.
- Be sure your hair (including beard) is neatly trimmed or groomed. Avoid the “messy look.”
- Shirts with lettering or graphics should not be worn.
- Check your outfit for missing buttons, thread “x”s on skirts and jackets, lint, or a crooked tie.
- A skirt should be no shorter than the tips of your middle fingers (or just above the knee for good measure).