



ESTABLISHED 1794

Dress to Impress

Business Attire

For Women

- A suite or tailored dress in conservative colors (black, gray, navy, brown, beige, or burgundy).
(Skirt length appropriate for sitting no more than 2" above the knee.)
- Tailored blouse
- Tailored pantsuits acceptable
- Closed-toe, low-heeled pump; hose (no white)
- Conservative jewelry

For Men:

- Conservative, well-fitting two-piece business suit; not a sport coat
- Long-sleeved shirt. White or blue are always safe
- Conservative tie
- Leather oxford or loafer style shoe (shined); dark, dress socks

Business Casual

For Women:

- A twin sweater set in neutral colors, cotton button-down shirts in solids and stripes, mix and match knit separates, wool turtlenecks, tailored blouse
- Skirt or slacks in a neutral color
- A tailored pantsuit
- A tailored dress with sleeves or jacket
- Casual, low-heeled shoes or flats

For Men:

- Dress slacks, cotton khakis (pressed)
- High-quality crew-neck or turtleneck sweaters
- Long-sleeved sports shirts (tie is not necessary)
- A blazer or sport coat, usually navy or black (optional)
- Dress leather belt
- Patterned or colored socks in a heavier knit than dress socks
- Loafers or other shined shoes that bridge the gap between casual and dress

Fashion Faux Pas for Interviews

- Distracting clothing including busy patterns, bright colors, big stripes, or tank tops.
- Earrings or ponytails on men. Nose rings and tongue rings.
- Sport coat and khakis instead of a two-piece suit.
- Tennis shoes, sandals, or any open-toed shoes.
- Size extremes- ultra baggy pants and/or too small and cropped shirts. Too short skirts.
- Strong perfume, cologne or after shaves.
- Clunky, heavy, thick-soled shoes for women.