What to Wear

**General** guidelines for Professional Dress
Business Professional

For: Interviews, Meetings, Presentations
Guidelines for Business Professional

- Skirt or pant suit (black, dark blue, dark gray) with jacket, vest is acceptable
  Fits well (not too tight or too loose) – recommend professional tailoring
- Pressed, collared, button down shirt
- Black belt and plain tie (solid, stripe or simple pattern)
- Shoes: Dark dress with matching laces
  Pumps, flats, closed-toe heels, conservative heel height
- Dark dress socks (same color as shoes), must cover ankles
- With a skirt: Nude or dark-colored panty-hose; solid color, no pattern
- Hair – clean and neatly trimmed, conservatively styled
  Away from face
- Conservative makeup and jewelry
Avoid in Business Professional situations

• Visible Tattoos (try to cover)
• Cologne/Perfume/Body Spray
  
  Draws attention away from you & could be remembered negatively
• Nail Art or non-conservative polish color
• Excessive Visible Piercings
• If wearing pants - White Socks, No Socks
Business Casual
For: Everyday Work and Casual Networking Events
Guidelines for Business Casual

- Pressed, collared long-sleeved shirt or a polo shirt (long or short sleeved)
- Ties – can be more casual
- Dress slacks or “khakis”
- Socks should be worn but can be more colorful and/or patterned
- Closed-toe shoes, can be more casual
- Sweaters
- Suit in neutral color: can be tan, light gray, subtle patterns, more casual type of fabric
- Dresses – more business-like rather than casual weekend or party wear
- Fitted blouses/sweaters – but not too tight
- Sandals could be acceptable if conservative and toenails are manicured/clean BUT must meet office dress code

Business casual is a kind of middle ground between formal business wear and street wear --
Avoid in Business Casual situations:

- Shiny/Lacey/Sheer Fabric
- Sleeveless, unless under a sweater or jacket
- Large Jewelry
- Short Skirts/Dresses
- Shorts
- Flip flops, very casual sandals
- Jeans – as a rule they are too casual but can be appropriate depending on employer’s overall culture
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