



Guidelines

Women

Suit

- Cut: Two piece, long sleeve, professional suit (either skirt or pants are acceptable)
- Fabric: 100% wool for winter, polyester blend for spring/summer
- Color: Navy, dark gray, black, winter green, plum
- Skirt: Skirt length: at knee or 1" below the knee

Blouse

- Color: White or variety of colors that blend in with skin tone
- Style: Button-down or Round-neck sleeved shell
- Fabric: Silk or polyester blends

Jewelry/Accessories

- Necklace: Pearls, single strand; gold or silver
- Earrings: Small and close to the ear
- Handbag: Small, conservative style
- Accessories: Conservative scarves, pins, handkerchiefs

Hose/Shoes

- Hose: Taupe or a natural tone
- Shoe style: Closed toe, closed heel, dress pump or flat heel

Binder/Briefcase

- Binder: Dark color
- Briefcase: Not recommended

Cosmetics

- Perfume: No perfume
- Makeup: Light application
- Hair: Neatly groomed
- Nails: Clear or neutral color, not too long

Men

Suit

- Cut: Two piece traditional cut
- Fabric: 100% worsted gabardine or wool blend
- Texture: Matching color, texture, pattern
- Color: Navy, dark gray, or pinstripe

Shirt

- Color: White
- Style: Button-down, long sleeve
- Fabric: 100% cotton or cotton-polyester blend

Tie

- Color: Burgundy, deep greens, paisley, stripes, geometric patterns

Belt

- Color: Black
- Material: Leather

Jewelry

- Jewelry: Analog watch and leather band

Socks/Shoes

- Socks: Black, navy blue over the calf (no white socks)
- Shoe style: Tie shoe, all leather, wing-tips preferred or all leather dress slip-ons
- Shoe color: black

Binder/Briefcase

- Binder: Dark color
- Briefcase: Not recommended

Grooming

- Cologne: No cologne or aftershave
- Hair: Neatly groomed (professional cut)