

A combination of these interchangeable outfits will communicate a polished, professional appearance.

Business Professional

interview attire

- tailored suit jacket and pants/skirt
- solid, dark or neutral, matching colors
- white or light shirt underneath
- solid or small pattern tie
- shoes: black/brown, lace-up/wingtip, closed-toe, low heel or flats

Pro Tip: Think of business professional attire as your uniform for important occasions, it's what you wear to show you're serious, prepared, and ready to perform.

Business Casual

daily work attire

- khaki pants or dress slacks
- skirts/dresses: knee-length when standing, thighs covered when seated
- blazers, collared shirts, sweaters, cardigans
- ties: align with company standards
- belts: match color of shoes/clothing
- shoes: flats, boots, closed-toe

Pro Tip: Business casual means looking professional without wearing a full suit. It's the go-to attire for networking events, internship orientations, or casual Friday at the office.

Essential Items

- wallet and laptop bag
- padfolio or handbag

cellphone: on silent mode and stored away



General Recommendations



natural/in style



well-groomed/
out of eyes



match pants/
cover ankles



clean shaven/
neatly trimmed



three or fewer
pieces



AVOID:

jeans, shorts, sundresses,
revealing/low-cut tops
stripes or bright prints/colors
athletic wear/shoes, flip flops
strong perfumes/colognes
visible piercings/tattoos