

Workplace Dress Codes 101

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Employers will notice what you are wearing. Traditional attire for an interview ranges from business casual to business professional depending on the position.

Business Professional | *Interviews, Career Fairs, Formal Workplaces, Some Networking Events*



Women's Business Professional

neutral blouse, blazer, matching pants or skirt, close-toed heels or flats, modest accessories and makeup, neat fingernails



Men's Business Professional

button down shirt, tie, blue/navy or black pants, blazer jacket to match pants, black or cognac shoes (depending on color of pants/jacket), neat fingernails & facial hair

Virtual Dress Code Tip: Despite the temptation to not dress up from the waist down during virtual professional interactions, wearing basketball shorts with a tie is not recommended. You never know what might cause you to need to stand up during a call. Beyond just the possibility of humiliation, however, dressing for success is a mindset. If you dress like a slob, you will feel like a slob, and that will impact your self-confidence and ability to perform.

Business Casual | Casual Workplaces, Some Networking Events



Women's Business Casual

patterned or neutral blouse, cardigan, scarf, khaki pants, dress, skirt, booties, flats



Men's Business Casual

polos, button down without blazer, khakis, brown shoes, sports coat, vest, sweater

What Not to Wear | Most workplaces will prohibit these kinds of items



- Shorts
- Crop tops, halter tops, tube tops, any revealing top
- Sweatshirts or sweatpants, or any kind of athletic clothing
- Hoodies or hats
- Clothing with holes in it
- Unironed or very wrinkled, frumpy clothing
- Graphic t-shirts, especially with violent or offensive content
- Two-piece dresses or short rompers
- Open-toed shoes
- Tennis shoes
- Clothing that is too tight
- Overly large jewelry
- Flip flops or slippers

Smart Casual | *Very Casual Workplaces with Little External Interaction, Casual Fridays*



Women's Smart Casual

Denim, khaki slacks, dressy tops or blouses with a cardigan or other cover-up, blazer, close-toed shoes (booties, flats)



Men's Smart Casual

Denim or khaki trousers, vest, tie, sport coat, polo shirt, button-up shirt, leather shoes

Black Tie | *Formal evening wear typically only worn to prestigious events after 6 p.m.*



Women's Black Tie

Floor-length gown, jewelry, heels



Men's Black Tie

Tuxedo, vest, cufflinks, tie