

Dress for Success

You only get one chance to make a first impression.

OFFICE OF CAREER EDUCATION
BRIDGE FROM
COLLEGE
to Career Success

Appearance Always Counts

- Your first impression is always the most memorable
- Combine personal style with business appropriate attire
- Your appearance will be appraised from head to toe



Interview Attire

"Suit up – because your personality isn't the first thing people see." - Anonymous

Interview Clothing Tips for Everyone

- Buy good quality and properly tailored clothing
- Choose a conservative suit in black, gray or navy blue
- Wear a white or light colored shirt that is wrinkle-free
- Black or dark shoes only – polished & no scuffs
- Hem pants to an appropriate length
- Remove all stains, pet hair, and lint
- Repair all holes, rips and broken zippers
- Try to wear non-distracting jewelry, and only one ring per hand
- Bring a portfolio or folder to hold extra résumés
- Carry a notepad and pen for writing notes
- Try on your interview outfit ahead of time to ensure proper fit!

When dressing for an interview, a suit is almost always your safest and best option.

"A perfect suit is classic in style. It is a solid-color neutral, the pieces (jacket and pants) of which can be interchanged with other pieces to give you more looks." - Author JoAnna Nicholson, "Dressing Smart"



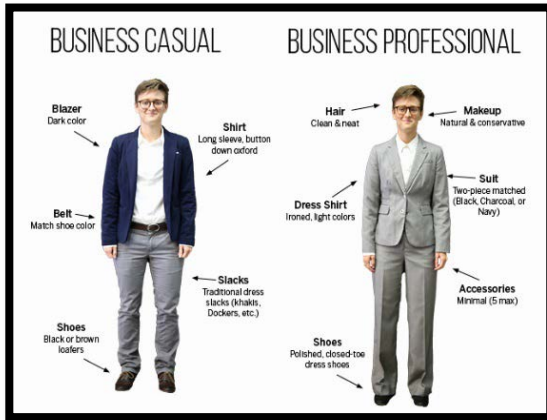
Women's Interview Attire

- Choose a black, navy, or gray suit (pants or skirt)
- Shoes should be flats or heels not higher than 3 inches
- Never wear stilettos!
- Skirt length should be no shorter than 2 inches above knee
- If you wear hosiery, check for holes and bring an extra pair!



Men's Interview Attire

- Choose a black, navy, or gray suit
- Wear polished and professional black or brown dress shoes
- Try to match your sock color to your shoe color
- Never wear white socks!
- Match your belt to your shoes
- Ties should:
 - Not be overly bright or distracting
 - Fall at the top of the belt buckle
 - Be proper length and width (average is 54 in. x 3 ¼ in.)
 - Visit <https://www.tie-a-tie.net/> for instructions on tying a tie



Gender Neutral & Non-Binary Interview Attire

- Achieve the 3 P's: proper fit, polished, and professional
- Clothes should not be too large or too small
- Forgo wearing clothing that's too baggy or tight
- Wear items that fit properly and are wrinkle-free
- Neutral colors such as beige, black, taupe, brown, blue, and gray present well
- Consider visiting a tailor to custom-fit your attire if necessary
- Stay true to who you are – choose clothing you're comfortable and confident wearing that highlights your personality

Business Casual

What IS "business casual" anyway??

- A combination of traditional business and casual attire
- Neat, not trendy, *slightly* relaxed professional look
- NO rips, holes, jeans, sneakers, or graphic t-shirts
- NO tank tops, tight fitting or revealing clothing
- If you're unsure of the dress code be sure to ask the employer for clarity before your interview



Grooming Essentials

"Looking good isn't self-importance; it's self-respect." - Unknown

- Hair should be clean, neat, and natural color (includes black, brown, blonde, red or gray)
- Watch what you eat before and during an interview! (NO onions, coffee, garlic, cigarettes, etc.)
- All fragrances, perfumes, lotions and aftershave should be mild
- Hands and nails must be clean and neatly manicured
- Research if the organization has any policies about employees' visible body piercings or tattoos
- Make-up should be natural and conservative
- Try to have clean-shaven beards, mustaches and trimmed goatees



Acquiring Your Attire

- Visit self-serve stores including *Marshall's*, *TJ Maxx*, *Ross*, *Target*, *H&M*, and *GFW Clothing* (Gender Free World)
- Shop at outlets, discounted stores and consignment shops
- Buy one good quality suit and learn to accessorize
 - Purchase multiple tops and simple jewelry to mix-and-match outfit combinations
 - Purchase multiple white or light blue shirts, and solid-color ties

Additional Support

- Sign-up in Handshake at <https://arcadia.joinhandshake.com> to schedule a practice interview
- Reach out to the [Office of Career Education](#) for additional guidance