Passport to the Future Dress Code Guidelines

A business casual dress policy calls for everyone exercising good judgment. The following lists are not intended to be all inclusive. They are intended to set general parameters for proper business casual dress and to help you make appropriate dress decisions.

Keep in mind that business casual does not mean weekend or sport casual. In addition, you should avoid worn, frayed, wrinkled, stained, or tightfitting clothing.

**Slacks**

Slacks, khakis, and corduroys are acceptable. Both male and female are expected to wear clothes that are laundered and pressed.

Inappropriate choices include blue jeans, shorts, sweatpants, overalls, leather, spandex or other form fitting workout wear.

**Shirts**

Casual shirts, blouses, sweaters, sport jackets, and turtlenecks are within guidelines.

Inappropriate choices include midriff or spandex tops, printed T-shirts, sweatshirts, muscle shirts, and halter tops.

**Dresses and skirts**

Dresses and skirts are appropriate. They should be reflective of an office environment. Minis, spaghetti straps, open backs, low-cut, or revealing dresses are not acceptable.

**Appropriate Dress Attire Inappropriate Dress Attire**

