

Top 10 Must Haves

Interview/ Business

1. **Suit** (interview/business dress): Fit is key
 - Jacket arms should hit right below your wrist bone when arms are down.
 - Jacket shoulders seams should hit your shoulder.
 - Buttons (one or two) should not be pulling.
 - Back should fit slim/straight while arms are down and shouldn't pull when arms are up.
 - Preferred colors are black, charcoal grey, and navy.

⚠ Tip: Some examples include:
 Tahari suits (\$150-\$180) [Macys.com](https://www.macys.com)
 Banana Republic suits (\$350-\$400) [BananaRepublic.com](https://www.bananarepublic.com)
 Theory suits (\$600-\$650) [Theory.com](https://www.theory.com) or [Nordstrom.com](https://www.nordstrom.com) (free shipping both directions)
2. **Shirt** (interview): White shirts are the safest and most conservative. Depending on the industry, cream, French-blue shirts are also fine as long as they are solid without stripes or patterns. Collars stay inside of the jacket, and shirt should be tucked into your pants or skirt. Hem of shirt should not be longer than hem of jacket.

⚠ Tip: To avoid ironing, “Brooks Brothers Non-Iron Classic Fit Shirt” (for women) is a good alternative. [Link](#)

Clothing (General)

3. **Suit** (business casual): Fit is still the most important point. You can use your judgment on the color (Example: cream or slate grey), but stay away from colors that are too vibrant (pink, red, powder blue etc).
 - For **Marketing**, you have the flexibility to be little more colorful, but use only one accent piece.
 - For all **Finance** related industries, interview/business dress is required for all events. (corporate briefings, informationals, interviews, treks) – do not wear business casual unless specified.

⚠ Tip: For a well fitted inexpensive suit, Ann Taylor offers good business casual options. [Anntaylor.com](https://www.annataylor.com)
4. **Silk Shell** (alternative to shirt): Neutral unembellished silk shells (white, cream, grey, beige, and navy) are good choices because they do not wrinkle throughout the day and can be a lighter alternative in the warmer months.
 - Avoid wearing any bright color underneath.
 - Do NOT wear lace, sequins, jewels and velvet type shirts/tank tops underneath suit.
5. **Skirt**: Fit is key
 - Skirt length should be right above knee and no higher.
 - Skirt shouldn't pinch or bunch anywhere when standing.
 - Skirt shouldn't be big enough to swing around (should fit 2 fingers in waistband).
 - Back slits should be professional.
 - i. Slit should not more than a few inches and with no bows.
 - ii. Make sure you've pulled out any threads that “closed” the slit with a big X.
 - iii. Make sure that if you're wearing control-top pantyhose, the control tops *should not* be showing.
 - iv. If it's an old skirt, make sure the slit isn't in need of repair.

⚠ Tip: Wear the skirt-suit and sit in front of a full length mirror to ensure that it fits well and looks professional from the interviewer's perspective.

Shoes/Accessories

6. **Shoes:** Choose conservative CLOSED-TOED pumps with heels absolutely no higher than 2.5"-3.0".
- Clunky heels are not acceptable.
 - Flats are acceptable as long as your pant lengths are appropriate for them.
 - Patent leather black shoes are also acceptable as long as they're conservative and of the right heel height.
- ⚠ Tip: To remove scuffs on your shoes, "Mr. Clean Magic Eraser" does the trick.
7. **Handbag:** If you choose to bring a handbag to a recruiting event or interview, choose one that's structured, with few embellishments (no fringes, exotic prints, etc) in a conservative color.



Examples:



8. **Pantyhose:** For conservative firms, go with neutral shades that match your skin tone.
9. **Conservative Jewelry:** Keep it simple, delicate, and petite.
- For earrings consider wearing small studs. If you have multiple piercings, wear only ONE pair.
 - A bracelet or watch are both acceptable, just make sure they are small, and elegant.
 - Consider only wearing one small necklace. You can wear a set of pearls, or a thin gold chain with a charm, but do not layer necklaces.
10. **Neutral Makeup:** If you choose to wear makeup, **make sure it is neutral** (example: browns, roses, and beiges). Bright colors (example: greens, blues, purple, bright pinks) are not acceptable in the professional setting.

Final note: Keep your dress simple and professional. Let your talents, not your clothes, impress recruiters!

DOs

- Hair:** Hair must be tame, clean, and coiffed in classic styles. If it's a long/humid day, best bet is to put it up.
 Tip: If you aren't proficient at hairstyling, go to a hairdresser. Local hairdressers charge \$25 - \$35 for a blowout (depending upon length and curl of hair). It's an expense, but worth it for the confidence boost and peace of mind.
- Nails:** Keep it short. Use a clear or neutral polish.
 Tip: Opi.com to try different shades virtually.
 Note: For **Finance** related industries do NOT wear nail polish.
- Accessories:** Wearing a skinny black belt accentuates the professionalism of the suit.

Appropriate Shoe



Appropriate Interview/Business dress



- Black suit is fitted but not too tight.
- White color shirt is professional.
- Not too flashy, no print nor bows.
- Jewelry is minimized.

Appropriate Business Casual



- Well fitted skirt.
- Minimal jewelry.
- No flashy print, solid colors.

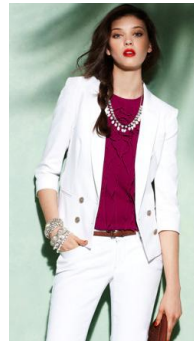
DON'Ts

- Suits:** Avoid overly embellished suits (Example: bows, too many buttons).
- Pants:** Avoid flare leg, bell bottom or skinny leg type pants. Straight leg or *slight* flare is preferred.
- Shoes:** No open toes, overly high heels or chunky heels. Also, no animal prints, or bright colors; when in doubt, choose black. In addition, do not select backless shoes, or shoes with flowers or bows.
- Perfume:** Do not wear perfume. It can be distracting.
- Clothing:** Do not wear overly tight or revealing clothing. When in doubt, check with the Career Management Center.

Inappropriate Shoe



Inappropriate Interview/Business dress



- Inappropriate color (no white suits!)
- Too many buttons & jewelry.
- ¾ sleeves are not acceptable.
- Too much makeup, too bright lipstick.

Inappropriate Business casual dress



- Belt is too large, and flashy.
- Too much jewelry.
- Pants are too tight.
- Overall outfit is too fitted and flashy.