



# Dressing for an Interview

## A How-To Guide to Looking Your Best

What you wear matters!

Dressing for an interview is just as important as creating a tailored resume and perfecting your interview skills. When meeting an employer or professional school administrator for the first time, it is crucial to make a good first impression. These first impressions show that you have taken the extra step to polish your professional image and that you are a serious candidate. Use this guide to help you dress for an interview, and it will take you one step closer to landing that job, internship, or professional school admission!

Dressing Professionally Can:

- ❖ Demonstrate respect for a potential employer or admissions committee.
- ❖ Leave a lasting impression on the employer or professional school.
- ❖ Prove that you are serious about the opportunity.
- ❖ Boost your self-confidence!

### WOMEN'S BUSINESS PROFESSIONAL

Wear a suit! This includes a blouse and a jacket, and either a skirt or pants. Wear shoes that are closed-toed, and match the suit. Make sure to keep jewelry and make-up simple, for a polished and refined look.



Suggestions:

- Keep suits black, navy, dark gray, or dark brown.
- Keep shirts white, ivory, or another solid color.
- A jacket should match a skirt or pants, but blouses may be a different color.
- Jacket should be long-sleeved.
- Blouses should be plain, without pattern.
- Shoe color should subtly complement the suit color.



## WOMEN'S BUSINESS CASUAL

Business casual may be less formal than business professional, but is nonetheless business attire. Jacket, blazers, and sweaters are all acceptable. Either a blouse and skirt or pants, or a dress is conventional. Heels or nice, flat shoes in neutral colors are recommended.



Suggestions:

- More color and patterns are acceptable, but make sure they're not loud or flashy.
- Jackets, pants, and skirts don't necessarily need to match.



## TIPS FOR WOMEN'S BUSINESS PROFESSIONAL AND BUSINESS CASUAL

- ❖ Avoid gaping buttons, low cut shirts, and revealing fabric.
- ❖ Try sitting with your dress or skirt on before wearing it to ensure that it is the proper length.
- ❖ Pants should not drag on the ground – get them hemmed if necessary.
- ❖ Try on your heels before wearing them to ensure that they are comfortable and an appropriate height.
- ❖ Business casual can be translated differently depending on the industry.
- ❖ Keep clothing neutral and classic!

## MEN'S BUSINESS PROFESSIONAL

Wear a suit! This includes a jacket, trousers, a button-down shirt, and a tie. Use these [tips and tricks](#) to make sure your suit fits correctly. Wear shoes that match the suit.

Suggestions:

- Keep suits black, navy, dark grey, or dark brown.
- Keep shirts white or light blue.
- Shirts should be collared, long-sleeved, and button-down.
- Your jacket and trousers should be the same color.
- Wear polished leather shoes and calf-length socks that match the shoes color.
- Your belt should ALWAYS match your shoe color.



## MEN'S BUSINESS CASUAL

Wear blazers, sport coats, and sweaters with a button-down shirt, and slacks or khakis. Like business professional, wear nice leather shoes. However, they can be loafers or oxfords.

Suggestions:

- Jacket and pants do not necessarily need to match.
- More color is acceptable.
- Shirts should be buttoned, and should not be loud colors or patterns.
- Your belt should ALWAYS match your shoe color.



## TIPS FOR MEN'S BUSINESS PROFESSIONAL AND BUSINESS CASUAL

- ❖ Quality silk ties are suggested – make sure they are not flashy colors or patterns.
- ❖ Suits should fit appropriately. Your trousers should not drag on the ground, and your sleeves should not extend past your knuckles.
- ❖ Hem your clothing if necessary.
- ❖ Business casual can be translated differently depending on the industry.
- ❖ Keep clothing neutral and classic!

## Additional Tips and Suggestions for Men and Women

	<b>Men</b>	<b>Women</b>
<b>Clothing</b>	<p>Get your clothing dry cleaned if need be! Make sure your button-down or blouse is ironed, crisp, and lint-free.</p> <p>When in doubt, opt for a suit, even in a non-suit working environment.</p> <p>Always check for crooked ties, missing buttons, tags, and stitching that should be removed before wearing.</p>	
<b>Accessories</b>	<p>No Excessive Jewelry</p> <p>Bring a padfolio or portfolio – avoid wearing backpacks or purses.</p> <p>Take off sunglasses, headphones, or any "transit gear" before entering the interview site.</p>	<p>Conservative Jewelry</p>
<b>Hair</b>	<p>Well-Groomed – Either completely shave, or make sure your beard looks well-maintained.</p> <p>It's best to avoid unnatural hair colors and styles.</p>	<p>Well-Groomed – Make sure it's out of your face!</p>
<b>Other</b>	<p>Keep nails neat and trimmed, with no polish.</p> <p>It's best to avoid exposed tattoos.</p> <p>Don't use strong cologne, aftershave, or perfume.</p> <p>ALWAYS have clean, fresh breath, but NEVER chew gum.</p>	

"When you look good, you feel good. Confidence with what you're wearing is very important. If you feel good, you will always perform your best without worrying about anything."

- Maria Sharapova