COBA Student Dress Code  *(Revised 04/17/2018)*

**Business Professional Dress**

Men should wear suits; long-sleeved, collared, button-front shirts; ties and closed, hard-soled shoes. Women should wear suits, blouses, and closed, hard-soled shoes. Skirts that reach the knee are advised for an interview. Women may wear undecorated hosiery of a color complementary to the skin.

Only black, navy or gray suits should be worn for interviews. Color and pattern choices are to be understated for undershirts, blouses, and ties. Clothing should be neat, clean, and appropriate for a professional setting.

**Business Casual Dress**

Men should wear collared shirts, long pants, and closed, hard-soled shoes. Women should wear dresses or shirts with skirts of medium length or professional-style slacks; close- or open-toe shoes. Clothing should be neat, clean, and appropriate for a professional setting.

**Accessories**

Understated or modest accessorizing is a good rule of thumb: one ring per hand, earrings no larger than a dime (stud/knob earrings are a good choice), one earring per ear; for males, the absence of earrings in a business setting is appropriate. Fragrances should be minimized or avoided.

**Inappropriate Attire for Business Professional and Business Casual Dress**

Examples of inappropriate attire for business professional and business casual dress include, but are not limited to, the following:

- Blue denim jeans of any length (long, dark-colored, blue jeans when worn with a blazer and collared, button-front shirt is appropriate for business casual)
- Items of clothing that are not in good condition
- Exercise or workout clothing, including sweatpants, spandex, or leggings
- Caps or hats, unless worn for medical or religious reasons
- Shirts or other clothing with images, wording, or logos that may be perceived as offensive
- Tank tops, halter tops, tops with low necklines, spaghetti strap tops, or tops that leave the cleavage, undergarments, midriff or back exposed
- Other clothing that exposes undergarments
- Wearing sunglasses indoors (includes covering the eyes and worn on head)
- Shorts of any length
- Overly form-fitting, saggy, short, and/or revealing clothing
Inappropriate Attire for Classroom Dress

Examples of inappropriate attire for classroom dress include, but are not limited to, the following:

- Items of clothing that are not in good condition
- Caps or hats, unless worn for medical or religious reasons
- Pajamas, hoodies with hoods worn on the head
- Tops that leave the cleavage, undergarments, midriff or back exposed
- Other clothing that exposes undergarments
- Wearing sunglasses indoors (includes covering the eyes and worn on head)
- Overly form-fitting, saggy, short, and/or revealing clothing

Occasions for Business Professional Dress

Business Professional Dress is expected of students on certain occasions, including (but not limited to):

- Designated Special events (ie: BEEPER presentations, Career Day, Evening with Business Professionals, etc.)
- Field Trips
- Presentations by guest speakers
- Class presentations where the professor expects business professional attire