



LOUISIANA STATE UNIVERSITY

# MBA Clothing Guidelines



# MBA Clothing Guidelines

The Flores MBA Program is a professional business program; therefore an image of professionalism and leadership is as important within the program as it is to the businesses in which students will eventually work. The dress code distinguishes the Flores MBA Program from the rest of the business students. The following guidelines will assist you in having a better understanding of the various types of business attire. If you have any questions about what to wear for specific events please check the Ourso College's Calendar of Events to view the appropriate attire for the event.

## Professional Attire

Some events are formal and require professional attire. These events include the alumni dinner, which is held the first night of the Launch, the Distinguished Speaker Series lectures, and the E. J. Ourso College of Business Administration Career Receptions. Below are descriptions of professional attire along with some pictures to guide you in your professional attire selection.

### Men:

- Business suit with a well-pressed long sleeved dress shirt, tie, belt and dress shoes.
- Navy to dark gray business suit. Navy is the dominant power color. Black is for funerals and socials.
- Maximum of one patterned item of clothing. Recommendation is solid color suit and shirt and patterned tie.
- Trousers long enough to cover your socks and to have a slight break over your shoes.
- Ties that reach your belt line, preferably silk or high quality blend. The best choices are solid, stripes, or small pattern ties limited to three colors. Burgundy is a good choice because it is considered a serious color. Tie clips and tacks are way out of date.
- Dark socks that match your suit and are long enough so as not to allow any skin to show when you cross your legs.
- Black, cordovan, or brown classic lace-ups, shined, and in good repair.
- Leather belts with small belt buckles.
- Facial hair, if worn, should be trimmed and well groomed.

### Do Not Wear:

- Bottom button on your suit jacket buttoned.
- Flashy ties (avoid pink and yellow).
- Both a belt and braces (suspenders). If you wear braces make certain they fasten inside your trousers with buttons. No metal clip-ons.
- White or ankle socks.
- Earrings.

### Women:

- Business suits consisting of matching jacket and bottom in conservative dark colors. The bottom piece can be a dress, skirt, or dress pants with a dress blouse.
- Skirts at knee length.

- Heels up to 1 to 2 inches.
- One or two pieces of appropriate jewelry and only one earring per ear.
- Nude, taupe, navy, or black hosiery required at all times.
- Tailored purse with shoulder strap (to keep your hands free for greeting).
- Conservative business make-up and nail polish.

**Do Not Wear:**

- Tight or revealing clothing.
- Sleeveless, strapless or spaghetti strap clothing.
- Denim clothing of any kind.
- Shorts of any kind or length.
- Cropped tops, or any other top that shows your stomach.
- Skirts shorter than one inch above your knee or longer than two inches below your knee.
- Casual shoes, sandals, athletic shoes, or shoes that expose your toes.
- Excessively high heel shoes.
- Bangles or dangly earrings.
- Ankle bracelets.
- Extreme styles of nail polish, jewelry, or scarves.
- Hats.
- Hosiery darker than your skirt or slacks.

**Professional Attire for Men and Women Also Includes:**

- Laundered shirts with light to medium starch, hung (not folded to avoid creases).
- Clean clothes that do not show wear.
- Tucked in shirt.
- Pants breaking just above the shoe.
- Long sleeved shirts that reach the base of the hand and shows slightly when wearing a jacket.
- Polished leather shoes in good repair.
- Belts in belt loops.
- Conservative watch.
- Neatly groomed hair that is clean and out of your eyes.
- Clean and neat nails of appropriate length.
- Ring on your left ring finger only. Rings on your right hand interfere with shaking hands.
- Trench coats should be worn if outerwear is needed.
- Umbrellas should be a solid dark color (no logos).

**Professional Attire for Men and Women Does Not Include:**

- No pens or pocket protectors in your shirt pocket.
- No visible body piercings.
- No visible tattoos.
- Heavy cologne.
- Gum chewing.

# Professional Attire- Men's



# Professional Attire- Women's



# Business Casual

Many organizations in recent years have adopted a business casual dress code. While there are varying degrees of business casual, the following are conventional guidelines. Recruiters often invite students to information sessions about their companies and recruiting dinners or receptions. When attending these events, it is a good idea to err on the side of safety and dress with these guidelines in mind. Included are a few pictures to help in your selection. When in the work force, remember to dress where you aspire to be, not where you are.

## Men:

- Dress slacks, khakis, corduroys, or wool slacks with a leather belt.
- Blazers and ties are appropriate, but not necessary (preferred at information sessions).
- Long-sleeved button down shirt pressed (preferably white, light blue, or conservative stripes) and short-sleeved button down shirts.
- Buttoned down collar shirts must have collars buttoned down.
- \*Collared polo-type shirts are appropriate in more casual situations.
- Crew-neck sweaters, cardigan sweaters, or vests.
- Dark socks (should be mid-calf length so that no skin is visible when you sit down).
- Facial hair, if worn, should be trimmed and well groomed.
- Trench coat, topcoat, or leather blazers are appropriate for outerwear.

## Do Not Wear:

- Unbuttoned or open shirts.
- White or ankle socks.
- Earrings.

## Women:

- Skirts, slacks, and dresses. Slacks should be tailored and creased.
- Skirts and dresses should be knee length.
- \*Dress straps should be at least one inch wide.
- Dress shirts, blouses, and sweaters (not too tight or low cut).
- Hosiery (patterned not appropriate) with dresses and skirts; trouser socks or stockings with slacks.
- Tailored purse with shoulder strap (to keep your hands free for greeting).
- Natural makeup and conservative color nail polish.
- Trench coat, pea coat and blazers are appropriate outerwear.

### **Do Not Wear:**

- Sleeveless, strapless or spaghetti strap clothing.
- Cropped tops, or any other top that shows your stomach.
- Shoes that expose too much of your toes (dressy open toe shoes only).
- Bangles or dangly earrings.
- Extreme styles of nail polish, jewelry, or scarves.

\* These items are not appropriate for recruiting information sessions.

### **Business Casual for Men and Women Also Includes:**

- Shirts laundered with light to medium starch, hung (not folded to avoid creases).
- Clean clothes that do not show wear.
- Tucked in shirts.
- Pants breaking just above the shoe.
- Long sleeved shirts should reach the base of the hand and show slightly when wearing a jacket.
- Leather shoes polished and in good repair.
- Belts in belt loops.
- Conservative watch.
- Neatly groomed hair that is clean and out of your eyes.
- Clean and neat nails of appropriate length.
- Ring on your left ring finger only. Rings on your right finger can interfere with handshakes.
- Umbrellas should be a solid dark color (no logos).

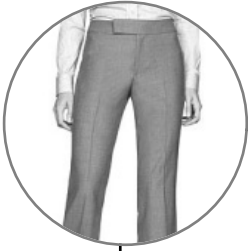
### **Business Casual for Men and Women Does Not Include:**

- Jeans, casual pants, or shorts.
- Tight and revealing clothes.
- Athletic wear, t-shirts, fleece, or wind suits.
- Athletic shoes, bare feet or open toe sandals, and hiking boots.
- No caps or hats.
- No visible body piercings (exception - women's pierced ears).
- Heavy cologne.
- Gum chewing.

# Business Casual- Men's



# Business Casual- Women's



# Classroom Attire

To encourage professionalism among the students and communicate it to those outside the program, the dress code while in the classroom and while representing the MBA program in the community is "MBA Classroom Attire." Below are descriptions and pictures of classroom attire.

## **Men:**

- Dress slacks, khakis, corduroys, or wool slacks with a leather belt.
- Pressed long-sleeved or short-sleeved button down shirt.
- Collared polo-type shirts are appropriate.
- Crew-neck sweaters, cardigan sweaters, or vests.
- Dark socks (should be mid-calf length so that no skin is visible when you sit down).
- Leather loafers, oxfords, or boots.
- Facial hair, if worn, should be trimmed and well groomed.

## **Do Not Wear:**

- Unbuttoned or open shirts.
- White or ankle socks.
- Earrings.

## **Women:**

- Skirts, slacks, and dresses.
- Skirts and dresses no shorter than three inches above your knees.
- Dress straps should be at least one inch wide.
- Dress shirts, blouses, and sweaters (not too tight or low cut).
- Loafers, pumps, slides, mules, and conservative sandals.

## **Do Not Wear:**

- Spaghetti straps.
- Cropped tops, or any other top that shows your stomach.
- Bangles or dangly earrings.
- Extreme styles of nail polish, jewelry, or scarves.

### **MBA Classroom Attire for Men and Women Also Includes:**

- Clean, well pressed clothes that do not show wear.
- Tucked in shirts.
- Polished leather shoes in good repair.
- Belts in belt loops.
- Conservative watch.
- Neatly groomed hair that is clean and out of your eyes.
- Clean and neat nails of appropriate length.
- Ring on your left ring finger only. Rings on the right hand can interfere with handshakes.

### **MBA Classroom Attire for Men and Women Does Not Include:**

- Jeans or shorts.
- Tight and revealing clothes.
- Athletic wear, t-shirts, fleece, or wind suits.
- Athletic shoes or flip-flops.
- No caps or hats.
- No visible body piercings (exception- women's pierced ears).
- Heavy cologne.

# Classroom Attire-Mens



# Classroom Attire- Women's

