Appearance has nothing to do with a person’s knowledge, experience, or ability to do the job. However, it does impact other people’s perceptions of you which can affect your chances of success. Don’t let your appearance undermine your chance for a job! Always be well dressed and groomed for an interview.

**Clothing**

**Suits**
- Wear a well-fitted matching two-piece suit (black, navy blue or charcoal gray)
- Skirt suits and pant suits are acceptable
- If you are going to wear a skirt suit, be sure the skirt is at least knee length; avoid skirts that are shorter than two inches above your knee

**Dresses**
- Suit dresses (a jacket and dress) are acceptable, party dresses and beach dresses are NOT!
- Again, be sure the dress is at least knee length

**Shirts/Blouses**
- Cotton stretch, sweater knit, or silk tank tops are appropriate, however, t-shirts are NOT!
- Avoid tops that are transparent, tightly fitting, and have low necklines or revealing waistlines
- White is ALWAYS acceptable

**Skirts**
- The safest length is one inch above or below the knee

**Shoes**
- Shoes should always be basic, dark, polished, and medium to low heel
- Match your shoe to your suit color (ex. Black leather pumps for a black or charcoal gray suit; navy pumps for a navy suit)
- No stilettos, sandals, open toes, backless, sneakers, or hiking boots

**Stockings/Socks**
- Stockings should be nude to the color of your skin, but NEVER white!
- Stockings are a must for skirts. Bring an extra pair in case you catch a run; runs are a NO NO!
- Socks should be dark and mid-calf

**Coats**
- Stick to a good classic raincoat or trench coat
Accessories

Purse
- Purses should match your shoes, be well maintained and not too large
- Carry either a purse or briefcase to an interview, not both

Hair/Nails
- Neatly styled or pulled back

Nails
- Nails should be short and well groomed
- Get rid of any grease or dirt

Perfume/Deodorant/Fresh Breath
- Scent can become overwhelming during an interview and some people are allergic to scents; your best bet is to use a very light scent or avoid them all together
- Use good hygiene!
- Don’t eat food that will leave an odor on your breath
- If you must, use a breathe mint, but do NOT chew gum

Tattoos/Body Piercings
- Cover tattoos up for interviews and first meetings
- If piercings are cultural, wear very small studs; otherwise, remove them

Additional Tips
- Turn your cell phone on silent and leave it in your purse for the duration of the interview
- Present yourself as a professional
- A smile, a firm handshake, and a positive attitude makes a good first impression.
- Arrive early for your interview and head for the restroom, check out your appearance in a mirror
- Dress for the interview or dress for the job- but don’t dress for a party
- Your attire should not be distracting or become the focus of attention in the interview or on the job.; you want the focus to be on you and what you have to offer
- Don’t drink alcohol before an interview
- When in doubt about what to wear to an interview, visit Career Advising and talk with a professional staff member