Interviews and career fairs require preparation. Whether you hang your suit in the shower to steam out or take it to the cleaners for a professional steam, make sure it’s crisp and ready to go.

**SHOES**

Wear something you can easily walk in and wear for several hours. Heels should be ½” to 2” (at most). Stick to close-toed and close-heeled.

**HAIR**

Wear hair combed, clean, and neat with long hair pulled away from the face.

**THE SUIT**

A suit is a matching coat and bottoms made from the same material. Don’t try to match just any black blazer with any black bottoms. Wear separates intentionally – grey slacks with a black blazer will also look professional and chic.

**APPROPRIATE FIT**

Choose a blouse with a higher neckline, a jacket that buttons easily, and skirt/pants that skim your curves, but do not hug them. Skirts should be no more than two inches above the knee.

**TAILORING**

Suits are made for tailoring and slight alterations are not expensive. Alterations shops can shorten pants, lengthen sleeves, and even give breathing room in the waist.

**MAKEUP & NAILS**

For makeup and nails, keep it simple. Wear neutrals for your skin tone. Avoid glitter, gloss, hi-lighters, fake eyelashes, and cat eyes.

**HOISERY**

Look savvy and professional by wearing neutrals and fresh stockings without runs or snags.

**AVOID WRINKLES**

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**ACCENT COLORS**

Accent colors can be included through blouses or shoes. Focus on showing your personality and avoid anything that might distract.
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JACKET SHOULDERS
There should be enough room to shake the employer’s hand, but not enough to do the YMCA.

SUIT SHAPE
Suits should gently hug the body while creating a slight V-shape.

DRESS SHIRT NECK
Your shirt fits if you can snuggly fit two fingers between the collar and your neck.

THE TIE
The tie should touch the top of the belt buckle. Subtle patterns are best. Thin ties are stylish, and help you appear taller. The tie clip fastens the tie to the shirt between the third and fourth button. It should never be wider than the width of the tie.

JACKET BUTTONS
Typically suits have two buttons and only the top should be buttoned. Remember to unbutton while sitting.

JACKET SLEEVES
Sleeves should reveal ¼” to ½” of your dress shirt when standing with arms at your side.

BELT, SHOES, & SOCKS
Coordinate belt, shoes, & dress socks. Black or grey suit? Wear black shoes and belt, and grey or black socks. Navy suit? Wear brown shoes and belt, and brown or blue socks. Always polish your shoes and never wear gym socks.

PANT LENGTH
Pant should barely rest on your shoelaces.

SUIT COLOR
Subtle and solid-colored suits – without pinstripes – are best. Neutral colors like charcoal grey, navy blue, and black are excellent options.

HAIR & HYGIENE
Hair should be freshly trimmed, clean, and out of the face. Go with a smooth shave, or groomed facial hair. Have nails trimmed and clean.