

PROFESSIONAL ATTIRE

Impressions are important.



Our dedication to professionalism begins when you first walk on campus, as management specialists we deliver and expect high standards of professionalism across our ICMS community. Our students dress in business attire when they come to class; impressions are important in the workforce and this is just one of several ways that we train you for your management career.

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www.icms.edu.au/current-students/professional-attire

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General Guidelines

- Ensure that your business attire is clean, ironed and worn correctly
- Hair should be neat, tidy and always kept off the face
- Blouses and shirts must be tucked in at all times
- Name badge must be worn at all times on the left lapel of jacket
- College pins, if worn, must be worn on the right lapel of jacket
- Shoes worn must be in good condition
- Fingernails should be clean and trimmed
- Accessories and jewellery should be kept to a minimum
- Sunglasses are not to be worn inside any buildings at ICMS

Guidelines for Men

- Full business suit – jacket and trousers
- Business shirt – collared, long or short sleeved
- Tie
- Leather belt
- Enclosed business shoes
- Facial hair must be clean shaven or neat and trimmed

Guidelines for Women

- Full business suit – business jacket worn with a coordinated business skirt, pants or dress
- Skirts and dresses to be no more than 5cm (2 inches) above the knee
- Professional business shirt or top
- Business leather shoes
- Makeup should be minimal and natural

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