



Welcome SEO-U Investment Banking Class: We are excited to work with you over the coming months, and look forward to seeing you grow throughout the process. You have an incredible opportunity in front of you – with some of the most competitive candidates in the country. During today’s presentation we are going to talk about professional dress standards – an often overlooked and undervalued topic. As trivial as it may sound, it is very important that you look the part from day one of your internship.

Why is Dress Important

- “Looking the part” is an important part of any interview or internship – but it is especially important in investment banking
- There are some standard best practices you should adhere to look the part



- Excerpt from one of our partner firms' handbooks:

Clothes make the man or woman, as the saying goes. People are primarily influenced by visual stimuli. The color anthracite emits competence, warmth and seriousness; the perfection in a person's appearance to the outside world can create an atmosphere of internal tranquility and security.

You maybe asking yourself, What is “looking the part” and why is looking the part so important? Investment Banking is a client-facing business so your appearance is of the utmost importance. Even when you are not meeting with clients your objective is to be noticed for the right reasons, not for what you may or may not have on but what you know.

In the following slides we will go through the expectations and standards that you should adhere during the course of an internship or professional experience.

Men's Business Formal

	Do's	Don'ts
Suits	<ul style="list-style-type: none"> ❑ Dark coordinated suits, properly fitted ❑ Acceptable colors are navy blue and charcoal grey ❑ Always keep a navy blazer at your desk for the occasional impromptu meeting 	<ul style="list-style-type: none"> ❑ Should not be too tight (No European cut suits) ❑ Don't wash your suit – dry clean! (max 5 times per year)
Shirts	<ul style="list-style-type: none"> ❑ Light colors - white, blue (minimal patterns) ❑ Should be washed / dry cleaned after each wear ❑ V-neck undershirts are strongly encouraged 	<ul style="list-style-type: none"> ❑ No French cuff shirts ❑ No white collar shirts (ex. blue shirt w/white collar)
Pants	<ul style="list-style-type: none"> ❑ 6 – 10 pairs of pants are encouraged ❑ Comfortably fitting, dry cleaned every 2nd wear 	<ul style="list-style-type: none"> ❑ No short or tight fitting pants
Shoes	<ul style="list-style-type: none"> ❑ Black lace-ups (cap-toe, apron toe) ❑ Shoes should be clean and shined as needed ❑ Dress loafers are acceptable – black and brown 	<ul style="list-style-type: none"> ❑ Steer clear of wing-tips ❑ No square toe shoes
Belts	<ul style="list-style-type: none"> ❑ Belts should always be worn and should match shoe color 	<ul style="list-style-type: none"> ❑ Avoid distinguishable brand belts (ie. Ferragamo)

Tip: Belt color should match shoes and socks should match pants (no printed or colorful socks)

MOST interns gain weight during their internship – be aware that what fits at the beginning of the internship may not fit towards the end but you should always make sure the clothes you are wearing to work are fitting

Men's Business Formal (cont'd)

	Do's	Don'ts
Ties	<ul style="list-style-type: none"> <input type="checkbox"/> Tie color should contrast but complement shirt color <input type="checkbox"/> Avoid flashy colors and patterns (no pink ties) 	<ul style="list-style-type: none"> <input type="checkbox"/> Avoid distinguishable brand ties (Ferragamo, Hermes, etc)
Jewelry	<ul style="list-style-type: none"> <input type="checkbox"/> Watches should be minimal conservative classic 	<ul style="list-style-type: none"> <input type="checkbox"/> No earrings, bracelets, or visible body piercings
Hair / Grooming	<ul style="list-style-type: none"> <input type="checkbox"/> Hair should be clean and neat, maintained by cutting or shaving weekly / as needed <input type="checkbox"/> Facial hair, you should be clean shaven at all times 	<ul style="list-style-type: none"> <input type="checkbox"/> No lightening of hair <input type="checkbox"/> No "cut-in" parts <input type="checkbox"/> Long side-burns, should stop at mid-ear
Accessories	<ul style="list-style-type: none"> <input type="checkbox"/> Briefcase should be black or brown (no logos) 	<ul style="list-style-type: none"> <input type="checkbox"/> No cufflinks
Other	<ul style="list-style-type: none"> <input type="checkbox"/> Tattoos or body piercings should not be visible <input type="checkbox"/> Nails should be neat and clean 	<ul style="list-style-type: none"> <input type="checkbox"/> No heavy colognes or scented lotions

Tip: Keep an extra shirt, tie, and tide stick, and your desk – just in case!

Men's Business Formal

Strong Recommendations for MEN:

- ❑ Get a haircut weekly (Minimal Gel/Hair Product)
- ❑ Dark suits, properly fitted, preferably wool or wool blend (no sports jackets) (no thick striped patterns)
- ❑ Dark dress shoes, polished and buffed (no loafers)
- ❑ Dark dress socks
- ❑ Conservative/Traditional neck tie (no skinny ties, bright colors or loud patterns) (the tie should not be the same tone of your dress shirt)
- ❑ Light Blue or White Long-sleeve shirt
- ❑ Good leather belt (attention to detail)
- ❑ No earrings or other jewelry (wedding or class ring permitted)
- ❑ NO NO NO facial hair (incl. stache & chin)
- ❑ Nails - trim and clean (attention to detail)
- ❑ Leave your cuffed shirts at home...
- ❑ Minimal cologne/body spray
- ❑ Iron or have your clothing dry-cleaned

Recommended



Not Recommended



Business Casual Spectrum

