Dress Code
Learning Enhancement Center Tutors & Supervisors

Since we interact with several different groups (students, faculty, and community members) appropriate office wear is preferred. We encourage all student workers to arrive at work in attire that is acceptable for an academic environment. Here are some guidelines (subject to change):

**Shirts:**
Shirts that are neat in appearance are acceptable.

- Please do not wear shirts that
  - Display potentially offensive images or language;
  - Bear your midriff or back; or
  - Show excessive cleavage.

**Pants:**
Jeans, khakis, or other pants are acceptable. Pants must not be excessively baggy or revealing. Pants with tears or holes are not acceptable.

**Skirts/Shorts:**
Skirts and shorts are acceptable provided they are neat in appearance, professionally appropriate, and not too short (more 6” above the knee).

**Shoes:**
Any shoes that are in decent shape are acceptable. Please do not wear shoes that are excessively dirty or contain rips or large holes.

The LEC tries to maintain a comfortable and professional environment. Above all, please use common sense when considering your appearance at work.

Even if you are simply stopping by to check appointments or fill out your time card, you are still acting as an employee and representative of the LEC and must be dressed appropriately.

Questions about this policy should be directed to the Director of the Learning Enhancement Center.