

Helms School of Government Dress Code

The Helms School of Government seeks to educate and train the next generation of leaders in some of the most high-profile positions in society. Therefore, you need to be purposeful in your development of a professionally acceptable wardrobe, and to hold yourself to a standard that transcends cultural and campus norms.

Dress Code Overview

Pursuant to the authorization granted by the Liberty Way, the Helms School of Government will require its faculty and students to maintain a neat, well-groomed, and professional appearance while attending all -300 and -400 level classes that convene before 5:00 p.m., *including weekend classes/seminars*.

In addition, **any** university or club function held in the Helms School of Government suite, *regardless of time of day*, will require adherence to the Helms School Dress Code,

Hats, caps, shorts are not acceptable inside any classroom **or** the Helms School suite.

Class dress for -300 and -400 level classes that meet after 5:00 p.m. shall follow the university standards set forth in the Liberty Way.

Dress Code Philosophy

The spirit of the dress code is adherence to a *business professional appearance*, with special attention to modesty.

A. Appropriate Attire for Women

Suits Dress suits with a skirt or dress suits with slacks. Suits should be tailored and professional in cut, style, and color.

Dresses Tailored, professional, conservative dresses are acceptable.

Skirts, slacks Skirts and slacks should be tailored, and professional in cut, style, and color. Skirts must be at or just above the knees with conservative slits. Midriffs may not be exposed.

Blouses, shirts Blouses should be modest and complement the suit, skirt, or slacks. If there is a question as to the modesty of a blouse or shirt, err on the side of conservatism. Midriffs may not be exposed. Cardigans, sweaters, sweater sets, and blazers are also acceptable.

Dress shoes Shoes should be polished and in good condition.

Military service uniforms, worn in compliance with DoD standards, are always appropriate and welcome in the Helms School.

B. Appropriate Attire for Men

Dress slacks Dress slacks are preferred, professional colors are black, navy, blue, brown, khaki, and gray. Dress khakis are acceptable, but no cargo-style pants should be worn. All pants shall be worn with a belt at the waistline.

Suits, sport coats Suits should be a tailored and professional in cut, style, and color. Subtle stripes, tweeds, and solids are acceptable.

Shirts Shirts should be long-sleeved, dress, or button-down oxford shirts, in professional colors. Polo shirts are permitted, but not encouraged. All shirts shall be worn tucked in.

Ties Optional, but strongly encouraged, with dress shirts.

Dress Shoes Dress shoes should be polished and in good condition.

Socks and Belts Socks and belt color should coordinate with suit/slacks and shoes.

Military service uniforms, worn in compliance with DoD standards, are always appropriate and welcome in the Helms School.

C. General Guidelines for all Students

Adherence to the Helms School Dress Code shall be voluntary until December 31, 2009, and thereafter become mandatory on January 1, 2010.

All apparel should be neat, clean, and without material flaws such as holes and frayed edges.

University established “spirit day” dress for students is permitted.

If others can see your undergarments, it is by definition not modest and not professional

The Helms School dress code integrates all dress code prohibitions set forth in the Liberty Way, and includes the following prohibitions:

- T-shirts; frayed or faded collared shirts; spaghetti straps; halter-tops; sweatshirts.
- Stretch pants; pants that are frayed, have holes, or are faded.
- Denim (pants or shirts).
- Birkenstock-type or thong-style sandals, flip-flops, athletic or hiking shoes.
- Hats or caps.
- The exhibition of “non-traditional” jewelry (i.e., wearing of earrings by male students, facial piercings by any student) is unacceptable.
- Tattoos will be covered.
- Facial hair should be neat and closely trimmed.
- Hairstyles will be in an appropriate fashion for a professional look.

E. Enforcement

Any student found in violation of this dress code may be reported to the Student Conduct Office. Additionally, the student may be asked to leave the class, exam, or function and considered absent, as appropriate.