Standards of Student Attire

The following Standards of Professional Attire apply to both male and female students enrolled in Xavier University’s College of Pharmacy. Attire standards include the following two categories:

Casual/Daily Dress and Professional Dress.

When do Casual/Daily Dress standards apply?
Casual/Daily Dress standards should be followed during all hours in which the College is open to the public (generally 7:30 a.m. to 6:00 p.m. Monday through Friday).

When do Professional Dress standards apply?
Professional Dress standards should be followed for all experiential training (P1 through P4), during presentations on campus (i.e., DSM Case Presentations, class presentations, etc.), Student Body Seminar, Career Fair, rotation meetings or other days designated by faculty or administrative staff.

ALL PROVISIONS OF THIS CODE APPLY TO BOTH MALE AND FEMALE STUDENTS ENROLLED IN XAVIER UNIVERSITY’S COLLEGE OF PHARMACY

1. Casual/Daily Dress Standards
   a. Clean, casual styled clothing and shoes including:
      • Jeans of appropriate waist height; denim clothing and athletic shoes are acceptable
      • Shirts with a tail or a split should be tucked in
      • Belts should be worn with all pants that have belt loops
      • An undershirt should be worn if undergarments are visible through clothing
      • Skirts should be longer than two inches above the knee when sitting
      • Sleeveless shirts
      • Organization-branded approved T-shirts or jerseys
      • Dress Capri pants
      • Dress sandals
      • Daily bathing and the use of deodorant are encouraged
   b. Items specifically NOT permitted include:
      • Hats, caps or head scarves worn indoors (except head scarves for religious/cultural purposes)
      • Shorts, skorts or mini-skirts
      • Skirts shorter than two inches above the knee when sitting
      • Party or Event T-shirts or T-shirts or sweatshirts with inappropriate or vulgar lettering or messages
      • Frayed, torn, or dirt-washed jeans
      • Sweatpants, spandex, leggings, jeggings, or exercise attire
      • “Flip-Flops”
      • Pajamas
      • Spaghetti straps, halter tops, tube tops, low cut tops or tops showing the midriff
      • Undershirts worn as outer wear
      • Pants worn below the waist
2. **Professional Dress Standards**

a. Clean, professional styled clothing and shoes. Students must wear a **clean white button-front long sleeved lab jacket** (NOT a lab coat, as is typically worn by physicians and other medical practitioners) with a Xavier University College of Pharmacy badge sewn on the left shoulder and a **name badge** on the left front pocket of the jacket. If necessary when on rotations, students must also wear **institutional identification**. No other badges, insignia, etc. from other pharmacies or medical practice sites may be worn in conjunction with the above-mentioned attire. In addition, the following specific recommendations must be followed:

- Men must wear a shirt and a tie
- Pantsuits should be nicely tailored with preference for matching pants and top. The rule should be that the general appearance of the outfit is appropriate for work.
- All shirts, blouses and tops should cover shoulders.
- Ladies should wear hosiery. Men must wear socks.
- Hair should be neat, clean, trimmed, a color found in nature (i.e. no green or pink), and not extreme in style.
- Daily bathing and the use of deodorant are encouraged.
- Make-up should be natural and as inconspicuous as possible. Heavy use of eye make-up and blush are discouraged.
- Perfume, cologne or aftershave should be used sparingly, particularly in patient contact areas.
- Shoes should be in good condition, polished, and comfortable. During experiential training, **casual sandals are NOT permitted** and are often in violation of company safety regulations and dress policies. Platform shoes are dangerous and a 3-inch maximum has been set on all high-heeled shoes. **Athletic shoes and sneakers are not permitted** unless specified otherwise. Boots are acceptable when worn with dresses or slacks. No combat, field, hiking, or hunting boots will be permitted.
- Nails should be well groomed, manicured and of short to medium length.
- Jewelry should be conservative. Excessively large or dangling jewelry, such as earrings or clanging bracelets, is unacceptable. Jewelry in pierced noses, lips, tongues or other exposed body areas, other than ears is not permitted unless for religious/cultural reasons. Men should not wear earrings.
- Beards should be well groomed or closely trimmed. Sideburns and mustaches should be well groomed.
- Tattoos must be covered at all times.

b. **Items specifically NOT permitted as Professional Dress include:**

- Hats, caps, and head scarves of any kind (except head scarves for religious purposes)
- Skirts shorter than two inches above the knee when sitting
- Jeans of any color
- Shirts with slogans, advertising or photographs
- Spaghetti straps, tank tops, undershirts (worn as outer wear), halters, tube tops, low cut tops or tops showing midriff
- Scrubs
3. **Exceptions to Dress Standards:**

   a. After Hours and Weekend Attire: Students should dress neatly at all times while in the Pharmacy building. Care should be taken not to wear clothing that might be deemed inappropriate for a professional.

   b. Activities in specific laboratories and patient areas in which the instructors or institutional policy require certain dress supersedes this policy.

   c. Any medical condition that inhibits adherence to this policy should be discussed with the Office of Student Affairs.

4. **Enforcement of Dress Standards:**

   a. Standards of Attire are intended to be self-regulated. Please use your professional judgment in adhering to this dress code. Remember you are enrolled in a professional program and are considered a “Student Pharmacist.”

   b. These Standards fall under the Code of Conduct for the College of Pharmacy.

   c. Violations of the dress code should be reported to the Office of Student Affairs and may be subjected to Board Hearings.

   d. Students inappropriately dressed or groomed may be dismissed from classes or asked to leave the building and requested to comply with the standards set forth in this document.

   e. The College may dismiss students who violate the Student Standards of Attire on four (4) occasions during their professional years (P1-P4).

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*Developed by the Academic Integrity & Professionalism Task Force*

*Approved May 10, 2007*

*by the Academic Assembly of Xavier University College of Pharmacy*