

## **SCHOOL OF BUSINESS ADMINISTRATION**

### ***Dress Code & Other Requirements***

#### ***Dress Code***

The School of Business Administration has pledged to make a difference in the society by the positive impact our graduates will have on society. We expect professionals to emerge from our school and the decorum and dress consistent with such professionals must be observed. Students are expected to comply with this policy in the same way that they are required to comply with rules relating to classroom behaviour, interpersonal relationships and attendance. All students are expected to dress appropriately and in a way that shows respect for themselves, others and the school. Students will be denied admission to lectures, tutorials and practical sessions if their manner of dress is inappropriate. All students are expected to dress neatly at all times.

#### **The following are guidelines for appropriate attire:**

1. Neat, modest, casual or dressy attire for the classroom, visits to the College/School offices and attendance at College/School functions
2. Business attire for formal functions (including class presentations).
3. Business attire for interviews.
4. Modest, casual attire for social/recreational activities.
5. Men and Women's pants/shorts should be worn at the waist and not sagging below the hips.
6. A mask is to be worn upon entry of the classrooms/labs or any of the College/School offices.

#### **The following are considered inappropriate attire:**

1. Sheer garments without proper undergarments to obscure their transparency.
2. Micro-mini dresses/skirts/shorts that do not cover the thighs while standing/sitting.
3. Halter tops; strapless blouses/ dresses not covered by a jacket or sweater
4. Leggings/tights.
5. Midriff blouses; low-cut blouses: blouses that reveal parts of the underwear and the back while seated.
6. Ripped or frayed jeans.
7. T-shirts without sleeves; no muscle shirts.
8. Display of underwear.
9. Head coverings and hoods for men including do-rags, stocking caps, skullcaps and bandanas. This policy item does not apply to headgear considered as a part of religious dress.
10. Baseball caps and hoods for women. This guideline does not apply to headgear considered as a part of religious dress.
11. Shorts, all types of jeans at programmes dictating professional or formal attire.
12. Clothing with derogatory, offensive and/or lewd messages either in words or pictures.
13. Masks worn on or below the chin.

#### ***Other Requirements***

The following are required for students to be a part of classes being offered online:

- Laptop/Desktop Computer
- Personal Wi-Fi access