

POLICY:  <b>Student Dress Code Policy</b>		POLICY NUMBER: <b>AM-009-A1</b>
		PREVIOUS/REPLACES: <b>Student Manual</b>
APPROVED BY: <b>Executive Committee</b>	EFFECTIVE DATE AS OF: <b>November 1, 2021</b>	PRIOR VERSIONS: <b>August 2020</b>

## 1. Policy Statement

Herzing College believes that all students and employees should take a focused effort on displaying professionalism at all times during school hours. This policy has been adopted to enhance the educational ambiance and set some minimum standards expected in the workplace. The cooperation of all parties is greatly appreciated.

## 2. Scope

This policy applies to all Herzing College staff, faculty members, and students unless otherwise noted.

## 3. Procedure

1. The following aspects of the Herzing College Dress Code must be followed while on campus:
  - a. No sleeveless T-shirts.
  - b. No midriff baring shirts.
  - c. No inappropriate content on clothing. Examples include (but are not limited to): foul language, alcohol/cannabis slogans/imagery, and inappropriate symbols of death or sex.
  - d. Limited visibility of body piercings and tattoos whenever required just as it would be in a relevant employment setting.
    - a. Racially, ethnically, or otherwise offensive tattoos must be covered.
  - e. Shorts of walking length only.
  - f. Shirts and shoes must be worn at all times.
  - g. Students should appear neat and clean in grooming and appearance at all times.
  - h. No sweatpants, track suits.
  - i. Jewelry, makeup, should be in good taste.
  - j. No tank tops, halter tops, tube tops, excessively torn or patched clothing.

## 4. Administration

The Academic Dean will oversee the administration and enforcement of this policy.

## 5. Review

This policy will be reviewed as required by the Executive Committee in 2025.

## 6. Reference

- Herzing College Student Manual