

ECPI University Dress Code

It is expected that ECPI students dress in a professional manner at all times. The standards of dress at ECPI are intended to help prepare students for the professional world. Employers expect professional appearance during the job interview process, and professional appearance will be required on the job. The time to build a professional wardrobe and to develop individual comfort with professional attire is before the job search begins.

The following methods of dress for men and women are not allowed at ECPI or in many office environments. **First violation will receive verbal warning, additional violations may result in Judicial Review Board and increased penalties.**

*No tank tops, halters, tube, strapless or spaghetti strap shirts or dresses	*No torn, tattered clothing including cutoff shorts or pants
*No gym wear, sweat pants, sweat suits, warm-up suits, gym leggings	*No spandex, swimwear, hospital gowns or casual/gym/yoga leggings
*No shorts of ANY kind, capris must be below knee and sit at waist	*No clothing with obscene or offensive language
*No head-coverings-hats, bandanas, scarves, headbands more than 3" width worn indoors (hijabs, taqiyahs, kippahs, etc. are allowed)	*No short skirts-length must be appropriate for adequate coverage when sitting, standing, bending over or other general movements
*no bare midriffs, bare feet or flip flops (sandals must have straps to secure shoes to front and back of feet for safety purposes)	*No visible undergarments, including undershirts worn as outer wear, pants need to be at waistline, shirts should provide reasonable cover

*Leggings can only be worn with shirts/tops that reach mid-thigh otherwise not allowed, and cannot have see-through panels

Day Students Only

A special effort is made on **Wednesdays** to have all students not in the Medical Assisting or Nursing programs dress in attire suitable for a business environment. On Wednesdays, men should wear an appropriate business shirt (tucked in), tie, slacks, and appropriate footwear. Women should wear a blouse, dress, skirt or slacks, and appropriate footwear. Professional Dress for Medical Assisting and Practical Nursing is always scrubs; however, students in these programs may wear scrubs of their choice on Wednesdays.

- **No denim skirts, blue jeans, denim shirts or denim pants of any color are allowed on Professional Dress Day.**
- **No leggings allowed on professional dress Wednesdays**
- **Students not in compliance with the dress code on Wednesday are subject to a Judicial Review Board, and/or possible suspension.**

Medical Assisting, Medical Administration & Practical Nursing Students

Medical Assisting and Nursing students are **required to wear their ECPI issued scrubs on all class days, regardless of the class type.** First-term students who have not received their scrubs must follow the general dress code outlined above. Scrubs will be ordered in FOR110, COR101 & FOR116 (second allotment in NUR104, NUR164 & MED286). Day and night students in these programs may wear scrubs of their choice on Wednesdays. Once scrubs are received, medical students must adhere to the below guidelines in ALL classes:

- * Students must wear appropriate scrubs and name badge.
- * Uniforms must be neat, clean, and pressed.
- * Clean, all-white shoes with white laces must be worn. No open toe or sling backs, clogs, etc. This is a safety issue.
- * Makeup may be worn in moderation.
- * No perfume or cologne is allowed. Remember you are working with patients who might be allergic.
- * Nails may not be beyond the end of the fingertip for lab and safety and sanitary practices including glove usage.
- * Nail polish is not allowed. Use of artificial nails/glue on or pressed on nails is prohibited.
- * One watch, one pair of stud earrings, and one ring are allowed. Male students are not allowed to wear earrings.
- * Tattoos should be covered and nose, tongue and eyebrow earrings are not acceptable. Ear gauges should not be used.
- * Hair shall be clean, neat, off the collar and face, and worn in an appropriate style and color for a health care professional. If hair is longer than collar length, it should be worn up. Students should not have hair color not found in natural hair.

Additional Classroom Guidelines for ALL STUDENTS

- **Mobile phones may not be used in classrooms, halls, library, labs, on externships or clinical sites or office environments.**
- **Bottled water is permitted in classrooms: No soda, juice, coffee, or other beverages are allowed. NO FOOD IN CLASS.**
- **All students should represent ECPI University in a professional manner in the classroom as well as outside of the college, while in the workplace on externship.**
- **Religious or medical exceptions may be made with advance documentation and approval from administration.**

Print Name: _____

Date _____ Signature: _____