

Student Dress Code

The purpose of the Student Dress Code is to ensure that students are aware of what type of dress is considered appropriate and what is expected of them. Coastal Pines Technical College (CPTC) simulates the business/industrial environment. CPTC invites the community to tour the facilities, and community events are held at many of its sites, with this in mind, students should dress in an appropriate manner.

All clothing and uniforms will be suitable for specific laboratory, clinical, or industry-related activities of the student's chosen occupation; meet safety and health requirements for the occupation; and conform to commonly accepted standards of modesty and privacy. Each student's dress, grooming, and personal hygiene must be appropriate in the classrooms, laboratories, shop areas, and clinical sites. The supervising administrator shall determine if the particular mode of dress results in disruptions or interference.

Students shall not dress, groom, wear, or use emblems, insignias, badges, or other symbols or lewd or vulgar words where the effect thereof is offensive to a reasonable person or otherwise causes disruption or interference with the orderly operations of the college.

Dress requirements vary in classrooms, laboratories, and shop areas. Students enrolled in internships and clinical courses are required to dress appropriately according to the requirements of the work for which they are being trained.

Definitions of appropriate attires are listed below.

- **Business Attire:** Determined by the instructors of the business programs. Students in business-related classes may be required to dress in business attire for business dress days in reference to their work ethics lesson.
- **Clinical Attire:** Uniforms consist of scrub top and pants, uniform top and pants/skirts or dress uniform and closed toe shoes.
- **Industrial/Technical Attire:** Industrial/technical attire consists of long sleeve cotton denim shirts, jeans with no tears or holes and leather work boots for welding programs. Short- or long-sleeved shirts, jeans, trousers, and tennis shoes are acceptable. Shorts are not acceptable for industrial/technical classes with labs.

The Vice President for Student Affairs of CPTC may designate the dress code that is appropriate for particular events. All CPTC students are expected to abide by the Student Dress Code standards identified. If a student has a question or needs special accommodations relating to the Dress Code, the student should discuss the request with his/her instructor or program advisor first and if further clarification is needed, with the Vice President for Student Affairs. CPTC will make every effort to provide reasonable accommodations based on the student's request. Requests for medical or religious accommodations must be made in writing by completing the Student Request for Medical or Religious Accommodation(s) Form. After a discussion with his/her program advisor, the Vice President for Student Affairs will approve, deny or recommend a modified accommodation based on the request. The Vice President for Student Affairs or designee will respond to the request within five (5) business days. The final approval will be submitted to the program advisor.

If any student does not meet the Dress Code standards, the student will be required to leave his/her respective campus and return dressed in appropriate attire. The student will be considered absent if the student misses a scheduled class due to violating the Student Dress Code. Violation of the student dress code procedure will result in appropriate corrective measures up to and including disciplinary action and will be reflected in the work ethics grade.

Students Acceptable and Unacceptable Dress Standards

Acceptable Apparel

- All shirts and dresses must have sleeves.

- Shorts unless such dress violates classroom/laboratory safety and health requirements. The length of the shorts, dresses, or skirts will be no shorter than two inches above the knee.
- Low rider pants, trousers, or other clothing must be worn in a manner that does not reveal under garments or expose bare skin below waistline.

Unacceptable Apparel

- Tank tops, tube tops, and shirts without sleeves
- Clothing that exposes areas of the stomach, side or back
- Pajama tops and /or bottoms
- Excessively tight-fitted clothing is not permitted
- Shirts/dresses that are see through, strapless, or expose cleavage (low cut) are not permitted
- Swimsuits

Acceptable Footwear

- Shoes should meet classroom/laboratory safety and health requirements and be appropriate for the occupation for which students are training.

Unacceptable Footwear

- Bare feet
- Bedroom slippers

Acceptable Headwear

- Hats and baseball caps
- Religious head covering is permitted when it does not interfere with the function or purpose of required occupational headgear.

Note: Individual programs may have additional dress code requirements.