



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Memorandum

To: Prairie View A&M University Employees (including student workers)

From: George C. Wright *GCW*
President

Date: May 9, 2006

Subject: Summer Dress Code

The summer business-casual dress code will begin May 15, 2006 and end August 21, 2006. Acceptable business-casual dress includes:

Men: Collared shirts, slacks (wearing of jeans will not be permitted for any employee working in an office environment, including student workers. Any person coming to work dressed inappropriately will be instructed to return home [on their own time] to change into more appropriate dress.)

Women: Casual dresses, skirts, slacks, pantsuits (wearing of jeans will not be permitted for any employee working in an office environment, including student workers. Any person coming to work dressed inappropriately will be instructed to return home [on their own time] to change into more appropriate dress.)

Tennis shoes, athletic attire, collar-less T-shirts and shorts are unacceptable attire.

Business-casual is acceptable dress whenever it is appropriate for responsibilities and schedule for the day. Our appearance is a reflection of our professionalism, so if we are to continue the summer business-casual schedule, we must exercise good judgment and discretion in the selection of our attire.