

# Campus Dress Code

Congratulations! You have made the decision to join a noble profession! First impressions count! A working professional who takes the time to maintain a professional appearance presents the image of knowledge, success and competence.

## Professionals

- Have a **strong knowledge base** (provided by your outstanding OTC training)
- Follow a strict **code of conduct** (learned during your classes/labs at OTC)
- Adhere to a strict code in **appearance and hygiene** (which you will learn and practice at OTC).

As a representative of OTC, please follow this dress code on campus and anywhere you go for OTC functions (e.g. field trips, community service, externship...)

## Automotive, Diesel, and HVAC/R Requirements

- OTC uniform consists of uniform shirt, black or blue solid color pants or jeans, professional work style boots or shoes and student ID.
- The uniform shirt must be worn buttoned with the exception of the top button/snap. Shirt tails and t-shirts must be tucked into the pants. A work coverall is acceptable in the shop area only.
- Professional jackets only. No sweatshirts or hoodies worn over the uniform shirt.

## Welding Requirements

- OTC uniform consists of uniform shirt, black or blue denim pants, and professional steel toe work style leather boots that come above the ankle, and student ID.
- The uniform shirt must be worn tucked into the pants.
- Students are allowed to wear appropriate coveralls in the shop, including hat, sleeve covers, and chest cover.

## Restrictions

- Absolutely no jewelry in the shop.
- Long hair (hair which touches the back of the collar should be pulled back at all times). Welders with long hair will need to tuck it into their hats as a safety precaution.
- Absolutely no sagging pants, flip flops or sandals, or dangling clothing article, such as belts, strings, or other items that could get caught in moving parts.
- No shorts allowed.

*I have reviewed this dress code and understand the importance of a dress code to performance of my duties as a professional.*

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Student Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

\_\_\_\_\_  
School Official Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date