



MACUGNAGA MONTE ROSA

International School of Hospitality Management

Serving the future

MMRS dress code
for students, faculty and staff



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Introduction

We believe that a uniform dress code is an important part of a safe, orderly school environment where the focus is on student learning. A higher standard of dress encourages greater respect for individual students and others and results in a higher standard of behavior. Our dress code guidelines indicate appropriate school dress for normal school days.

All this is aimed at the introduction into the world of work in the field of international hospitality.



Dress code for women

Advised or Permitted

- **Tailored suit** (black, dark blue or grey skirt or pants and jacket, white shirt with short or long sleeves) of professional type. Pants have to have a crease.
- **Jewelry** must remain discreet. A simple necklace or chain, the wedding ring and small earrings.
- Coats and winter jackets and hats must be kept in the changing rooms or in offices and must not be worn inside the school.

You are responsible for the good condition and for cleaning your clothes.

- **Make-up** must be natural and discreet.
- **Nails** must be clean. Nails should be maintained at an appropriate length.
- **Hairstyle:** hair always tied, without extravagant colors. Hair cannot be held by inadequate utensils (e.g. pencils, pens, etc.)
- Around the neck: fine neck-ties or scarfs are permitted.
- **Jacket** must be always be worn.
- Black, blue or grey pullover or turtle neck pullover are allowed but cannot exceed the length of the jacket.
- The length of skirt must be adequate (maximum 5 cm over the top of the knee)
- If necessary, a belt can be worn.
- With the skirt use only black or flesh-colored tights without drawings and with the trousers socks or knee-highs black, grey, blue or flesh-colored.
- **Shoes:** must be classic low-fronted shoes, elegant, closed and necessarily black. Shoes must be regularly cleaned and polished.

Not Accepted

- Sports clothes.
- Leisure wear (miniskirts, bermuda shorts, etc.).

Service uniforms must not be worn out of school and in free time. Employees are to change in the changing rooms (where practical lessons are held).

During winter, wearing a pullover under service uniforms is allowed but it must not be visible.

- Unusual colored lipstick.
- Piercing and other face-jewelry.
- Visible tattoos.
- Glasses with strange shapes and colored lenses.
- Wearing sunglasses during the lessons.
- Cardigans in wool, cotton or other materials instead of the jacket.
- **You cannot bring it:** sweaters tied around the waist or over the shoulders, rolled up sleeves, transparent clothes.



Dress code for men

Advised or Permitted

- **Tailored suit** (black, dark blue or grey pants and jacket, white shirt with short or long sleeves and solid colors tie) of professional type. Pants have to have a crease.
- Coats and winter jackets and hats must be kept in the changing rooms or in offices and must not be worn inside the school.

You are responsible for the good condition and for cleaning your clothes.

- **Haircut:** need to be short, styled and well kept. Hair should be combed.
- **Nails** must be clean. Nails should be maintained at an appropriate length
- **Jacket** must be always be worn and buttoned.
- Black, blue or grey pullover with V-neck collar or turtle neck pullover are allowed worn over a shirt with a tie and under the jacket.
- If necessary, a belt can be worn.
- **Shoes:** must be classic city shoes, elegant, closed and necessarily black. Shoes must be regularly cleaned and polished.
- Wearing socks necessarily black, blue or grey.

Not Accepted

- Sports clothes.
- Leisure wear (leather jackets, bermuda shorts, etc.).

Service uniforms must not be worn out of school and in free time. Employees are to change in the changing rooms (where practical lessons are held).

During winter, wearing a pullover under service uniforms is allowed but it must not be visible.

- Piercing and other face-jewelry.
- Visible tattoos.
- Woolen or other thick scarfs.
- Glasses with strange shapes and colored lenses.
- Wearing sunglasses during the lessons.

- Cardigans in wool, cotton or other materials instead of the jacket.
- **You cannot bring it:** sweaters tied around the waist or over the shoulders, rolled up sleeves, transparent clothes, shirts with collars undone even the tie is adjusted, shirts with Mao collars.
- **Beards, goatees and moustaches** are not allowed.



Casual Friday

International companies have implemented the concept of “Casual Friday”, a day (only for semestral programs) in which a lighter dress code applies.

The idea is to have lighter dress code rules and to limit the controls; however, it is important to understand that the term “business casual” does not mean showing that we have already left the office for the weekend; "business casual" is not synonymous for "casual".

Permitted

WOMEN	MEN
<ul style="list-style-type: none">• A skirt of adequate length	<ul style="list-style-type: none">• Tie is not compulsory.• A shirt with open collar, a polo or a pullover is recommended.
<ul style="list-style-type: none">• Wearing a blazer or a jacket is not compulsory though recommended.• Wearing jeans is allowed but classic, clean, not torn, without inscription and only black, grey or blue.• Wearing classic shoes is recommended.	<ul style="list-style-type: none">• Wearing a blazer or a jacket is not compulsory though recommended.• Wearing jeans is allowed but classic, clean, not torn, without inscription and only black, grey or blue.• Wearing classic shoes is recommended.

Not Accepted

<ul style="list-style-type: none">• Transparents clothes• Sport shoes• Miniskirts	<ul style="list-style-type: none">• Transparents clothes• Sport shoes• Beards, goatees and moustaches
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Roles & Responsibilities

We expect that all the students and employees of MMRS follow the guidelines as specified in this policy and that we can rely on each other to demonstrate respect to the norms and rules of the school, regardless of our role within the school.

- **Complaints against Students.** *It is the staff and faculty responsibility to reinforce the dress code expectations from students. In case of violation, the student will not be admitted to the lessons and will have to change immediately. The time taken to get back in line with the regulation will be counted as absence. After three admonitions, the Academic Council will make an official written note and after two written notes, the Council will provide for the suspension of the lesson frequency from a minimum of 1 to a maximum of 5 days.*
- **Complaints against a Faculty Member, Faculty Administrator or an Individual Carrying out Teaching Responsibilities.** *The Board of Directors is expected to reinforce appropriate behaviour of faculty members.*
- **Complaints against Staff.** *It is the Board of Directors responsibility to reinforce the dress code expectations from the employees.*