Instructions for the Personal Booklet

Below is the direct link to access the service:

* ITA ->(https://servizionline.unige.it/web-studenti2/it/#/v2/libretto/5001)

* ENG ->(https://servizionline.unige.it/web-studenti2/en/#/v2/libretto/5001)

A guide to complete the personal booklet has been provided in both Italian and English (also linked within the service):

* ITA -> https://servizionline.unige.it/unige/common/documenti/libretto/tutorial_ita.pdf

* ENG -> https://servizionline.unige.it/unige/common/documenti/libretto/tutorial_eng.pdf

The booklet must be uploaded by ALL students, as this is the only way to progress to the next academic year and to obtain the diploma supplement required by law.

Starting from 2025, it is also mandatory to access and complete the PhD SATISFACTION QUESTIONNAIRE in order to close the PhD student booklet (*libretto*) and to be admitted to the following year or to the final exam.

This means that all PhD students are strictly required to access the questionnaire; otherwise, they will not be able to close their booklet and be admitted to the next year or to the final exam. Once they have accessed the questionnaire, they may choose to leave it blank without filling it out, but they must still record this decision by choosing the specific selection button.

Every Monday, coordinators will receive a cumulative email regarding the status of the submissions.

The questionnaire is available on the UniGe platform at the following link: https://valutazione.servizionline.unige.it/insegnamenti/publics/info/index.jsp and must be completed within the time frame indicated (usually between September 15th and October 31st of each year).