Dear PhD student,

To monitor the progress of the various PhD programmes, a form has been created that each PhD student must complete under their personal responsibility, certifying the educational activities undertaken, the seminars attended, periods spent abroad, and publications resulting from research activities. Once completed, this form will be automatically forwarded to the PhD Coordinator of your enrolled programme. The PhD Coordinator will validate it and submit it to the Academic Bodies for the evaluation of the conditions for continuing the PhD programme. Your valuable contribution is essential.

We therefore invite you to:

➢ access INFOSTUD using SPID (for international students, please use your Student ID number “matricula” and password) and go to “Dottorato di ricerca” (PhD programmes) section;
➢ in the left menu, click on “scheda” (form);
➢ complete the form with available information, providing a non-telegraphic and non-repetitive description of your activities (two or three lines of text), indicating the hours of attendance, the additional teaching activity if present (for example: certified participation in seminars, series of lessons or schools on topics related to the subjects of the PhD programme) and any other doctoral training activity (from foreign language or methodology for preparing articles or reviews, etc.);
➢ enter your publications in the Research Catalog IRIS: https://iris.uniroma1.it/
➢ press the “Invia scheda” (Submit form) button.

The procedure is supported by the help desk service accessible from the menu on the left of the Infostud personal page.

The form can be completed in multiple sessions, ensuring to save the data at each access. It is mandatory to complete the form by no later than Tuesday, December 31, 2023.

Thank you for your attention and collaboration.

Kind regards

THE DIRECTOR OF ACADEMIC PROGRAMMES AND EDUCATION WELFARE AREA
Dr. Giulietta Capacchione