What it is:
You can use this page to submit reports, complaints and suggestions related to the study course you are attending.
Your input can be very useful to bring out any critical issues and weaknesses of the courses, and to improve the educational activities, the University services and the teaching structure.

Who can do it:
You can submit a report if you are:
- a student regularly enrolled in a Bachelor's, Master's or single-cycle Master's Degree program, either full-time or part-time, or a repeat student
- a lecturer
- an employee of the University
- a collaborator

Important:
We guarantee the absolute confidentiality of the person making the report. Their identity will not be disclosed, except in cases required by which legal obligations and to protect the University's rights.
The person making the report will be protected against any form of retaliation or discrimination.

How it works:
Reports must be submitted via e-mail, clearly indicating the subject of the report and the sender's name: anonymous reports will not be considered.
In addition, the facts presented must be accurate and verifiable.

Subject of the report	Recipient of the report	Email address
1. Information 1.1. Procedural and administrative clarity and management; 1.2. Student career management; 1.3. Accuracy and exhaustiveness of the information on the website; 1.4. Legibility and comprehensibility of forms; 1.5. Availability of staff; 1.6. Fairness and uniformity in treatment; 1.7. Other reports related to administrative aspects.	Student Information Office (Sportello Unico Studenti)	studenti.poli@unige.it
2. Teaching logistics and support 2.1 Size and capacity of classrooms, laboratories, and study rooms; 2.2. Equipment and maintenance of classrooms and laboratories; 2.3. Opening hours of libraries and all other shared areas; 2.4. Accessibility of classrooms, laboratories, libraries, and study rooms; 2.5. Clarity and accuracy of signage in facilities; 2.6 Annual academic calendar; 2.7. Other reports related to the management/logistics of teaching activities.	Secretary Office of the Polytechnic School	segreteria.politecnica@unige.it
3. Framework services 3.1. Incoming orientation services; 3.2. Tutoring and in-process orientation services;	Polytechnic School	segreteria.politecnica@unige.it

3.3. Outgoing orientation services;		
3.4 Curricular and extracurricular internships; 3.5 International mobility services.	Internship Office Internationalization Office	tirocini.ingegneria@politecnica.unige.it erasmus.ingegneria@unige.it
4. Teaching activities 4.1. Organization of lectures, timetable and schedule of exams and graduation sessions; 4.2. Adequacy and completeness of teaching-related information in the study courses websites; 4.3. Delivery of educational activities; 4.4. Course curricula; 4.5. Availability of faculty members; 4.6. Other reports related to teaching activities.	Department Educational Support Office	ufficio.didattica@dibris.unige.it

To complete the above references, see the contact section of the CdS website, which contains, among other things, the references of student representatives in the various bodies.

Document approved by the CCS of the CdS of Computer engineering of 01/07/2022