

Mi Attivo



MiAttivo HELP

Please enter your personal details, citizenship and academic status.

Residence permit data

You are required to fill-in this field only if you are a citizen of a non-EU country or a new EU country under the transitional arrangements.

Residence title

Select the type of document you hold. The "pending renewal" item refers to the possession of an expired document for which a renewal request was submitted but not yet processed.

Residence title number

Enter the number of your valid card or residence title. In the case of a document *pending renewal*, enter the number of receipt which was issued by the post office where you submitted the renewal application.

Purpose of residence title

Select the purpose of residence stated in the document.

Residence title expiry date

Enter the expiry date of the residence title or equivalent document, upon submission of your request. It applies both to the first title and to subsequent renewals.

- In the case of a document *pending renewal*, the expiry date of the original residence title must be entered.
- In the case of a document *pending title*, the conventional date 01/01/1900 must be stated.
- In the case of *permanent card*, the conventional date shall be 31/12/2099.
- If you have chosen the field *other provision*, enter the date of such document.

Place of birth

- If you were born in Italy, select the province and municipality of birth and do not select the country of birth
- If you were born abroad, select just your country of birth; you do not need to fill in the province and municipality of birth fields.
- If you selected a foreign country by mistake and you were born in Italy, click on 'Select country' again.

Residence and domicile

Fill in your residence data and, if different, your domicile data.

If your municipality of residence/domicile is Genoa, you must fill in the "Via" (Address) field.

The field fills-in automatically, you type the name of the street and then select the correct option from the list, which will appear below the field.

For all other municipalities you must fill-in the field "Address".



Contact details

Fill in your contact details carefully. They are very important, as public employment services need them in order to contact you.

- **Public employment services use your mobile phone number and e-mail address to communicate with you.**
- **In order to have your request processed, you will be contacted via the contact details you provided.**
- **Therefore, you should frequently check both your mailbox and telephone messages.**

Employment status

Select your employment status from the list.

Reddito di Cittadinanza (Citizenship income)

Select YES if you are member of a household that is currently receiving the Reddito di Cittadinanza (Citizenship Income - i.e. if you have already received confirmation that your application has been accepted)

Low income

The field can be selected only if you are an "Employed individual seeking other occupation". If you fall under this category, select YES if you meet the following requirements: subordinate, para-subordinate or self-employed worker who earns an annual income which is lower than the minimum tax-exempt income. Such threshold is currently set at € 8,145 per year for subordinate or para-subordinate work; whereas for self-employed work it is set at € 4,800.

INPS (The Italian National Social Security Institute) date

- If you have submitted a request for income support to INPS, you must state the relevant date of application.
- All those who have submitted a request to INPS, regardless of whether they have already received their first monthly income support payment are deemed NASPI (New Social Insurance for Employees), ASDI (Social Allowance of Unemployment for NASPI beneficiaries), DIS COLL (Unemployment Benefit for fixed-term contract workers) and MOBILITA' (Temporary Layoff Allowance) recipients.

Public employment service

- If you receive income support from INPS, you will be allocated to the local public employment service whose jurisdictions cover the area of your domicile or residence.
- In other cases, you can choose the public employment service you prefer.

Warning! The allocated public employment service will be displayed in the form after saving.



PROFILING

In this section you are asked to fill in the data needed to identify your employability profile, which is used to customise the set of services and measures foreseen in the Service Agreement.

Academic Title

Highest level of education achieved by the person issuing the DID (Statement of immediate availability to work). After typing the initial characters of your title, you will be shown a list of academic qualifications which you can click to select.

Employment status for the year preceding the current year.

Employment status during the previous year of the person issuing the DID.

How many months since last employment ended?

Duration of unemployment period expressed in number of months.

How many months have you been seeking a job?

Duration of the period in which you have been looking for a new job.

Are you currently enrolled in a school/university or vocational training course (VET, TVET, HTI)?

Specify whether you are enrolled in or attending training courses; if you are attending a course, please state the type of course.

Permanence in Italy

Duration of permanence in Italy, for foreign citizens only

Have you ever

Role performed in the last employment

Position held in the last employment

Number of household members

Number of people in your household

Consent to data processing

In order to join, you are required to grant your consent to the processing of your personal data to the public administration and to the entities operating in the field of Active labour market policies.

To block potential *malicious* programs, we ask you to answer a simple question.

How to complete your membership

When you press the "SAVE" button, remember that **your membership is not yet complete**. Here is what you have to do:

- You will receive an e-mail to the e-mail address you have provided
- the e-mail contains a link to the confirmation page
- click on the link to confirm your membership

WARNING: if you do not click on the link, your application is not complete and you cannot be contacted by the public employment service!