

INPS User Manual: Requesting the ISEE

Overview

This manual provides step-by-step instructions on how to request the ISEE (Indicatore della Situazione Economica Equivalente) through the INPS portal.

Step 1: Access the INPS Portal

Navigate to the main INPS website. At the top right corner of the homepage, click on the **Accedi** button to open the authentication page.



Figure 1: INPS Homepage and login button.

Step 2: Authenticate

On the authentication window, select the any credentials you have to login to system.

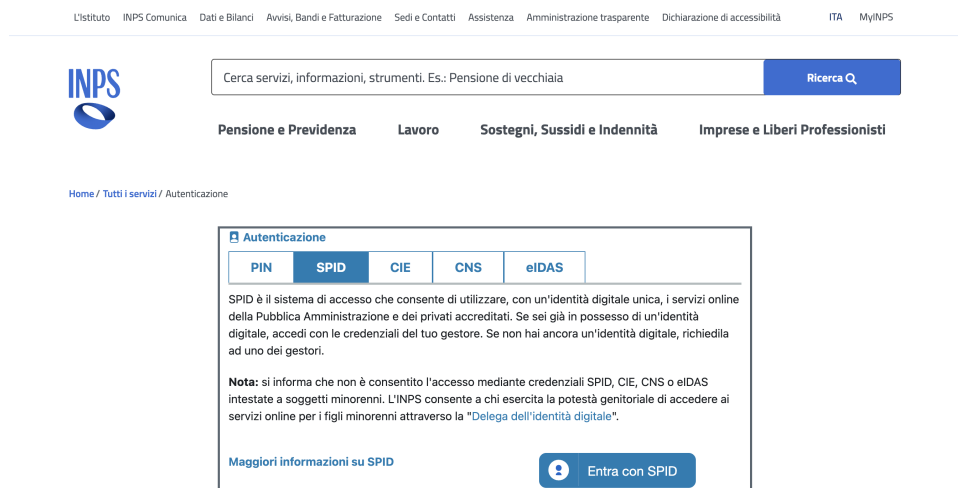


Figure 2: SPID authentication page.

Step 3: Search for the ISEE Service

Once logged in, use the main search bar and type the word "isee". From the generated search results, locate and click on the service titled **Portale unico ISEE**.

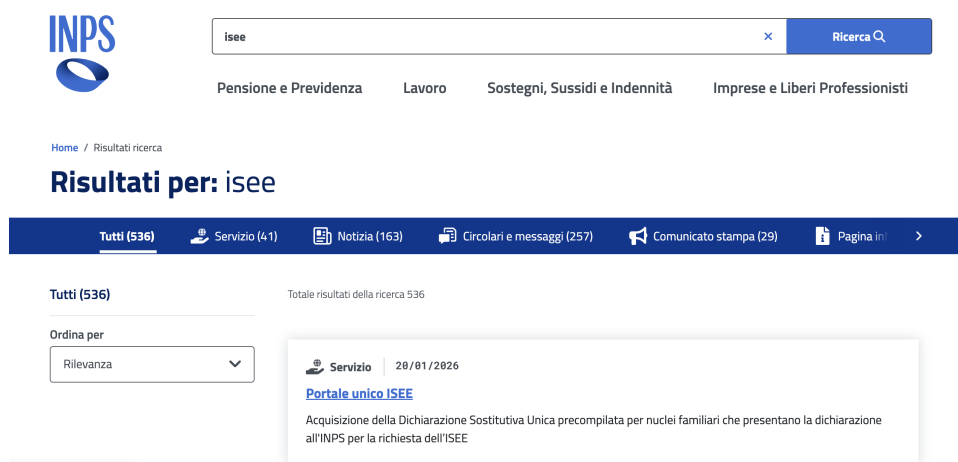


Figure 3: Search results for the ISEE portal.

Step 4: Launch the Service

You will be directed to the main page for the single ISEE portal. Click on the **Utilizza il servizio** button on the right side of the screen to proceed.

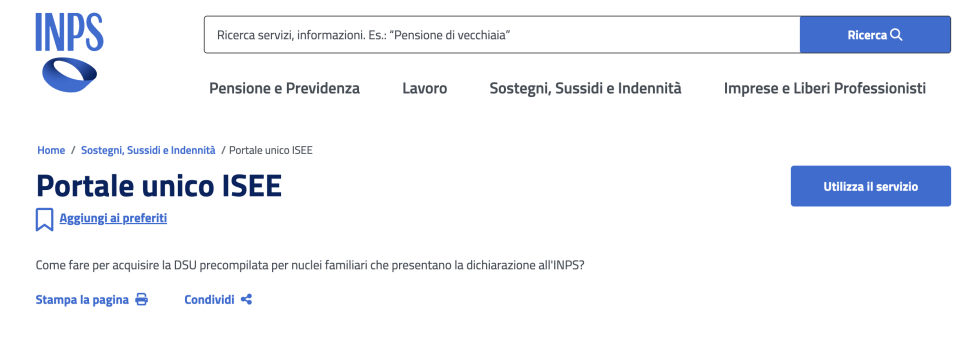


Figure 4: Service launch page.

Step 5: Start the Pre-filled ISEE

To expedite the process using data already held by the Revenue Agency and INPS, locate the **ISEE Precompilato** section and click the **Inizia la compilazione** button.



Figure 5: Starting the pre-filled compilation.

Step 6: Select the Purpose

You will be asked **A cosa ti serve l'ISEE?** (What do you need the ISEE for?). Scroll down the list of options and toggle the switch for **Dottorato di ricerca** to declare the specific academic purpose of this request.

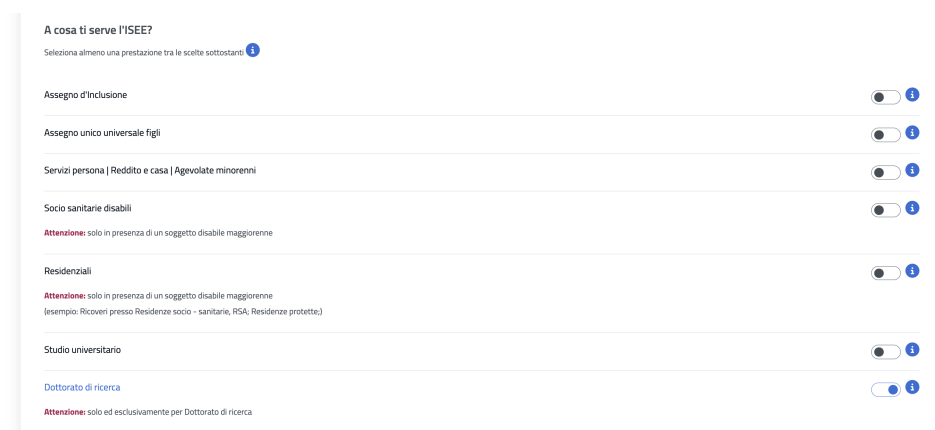
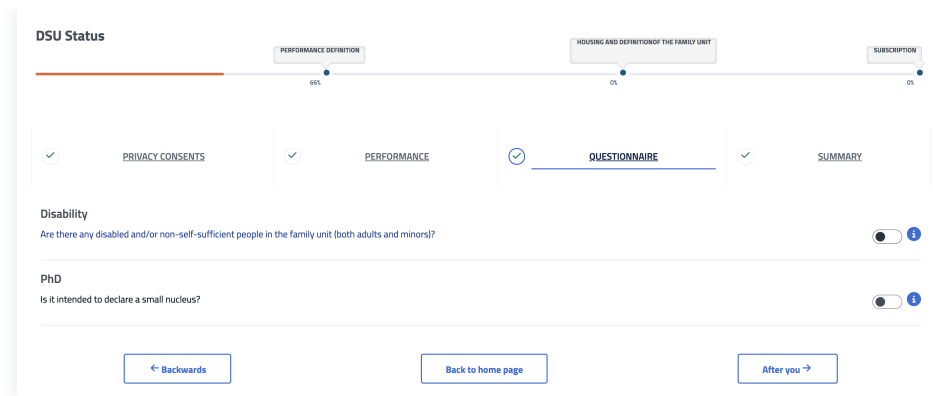


Figure 6: Selecting the PhD option.

Step 7: Complete the Questionnaire

Progress to the **Questionario** tab. You will be asked a series of questions regarding your household and specific declarations, such as indicating if you intend to declare a small nucleus for the PhD. Confirm the toggles as they apply to your situation and click the forward arrow (typically **Avanti** or equivalent).

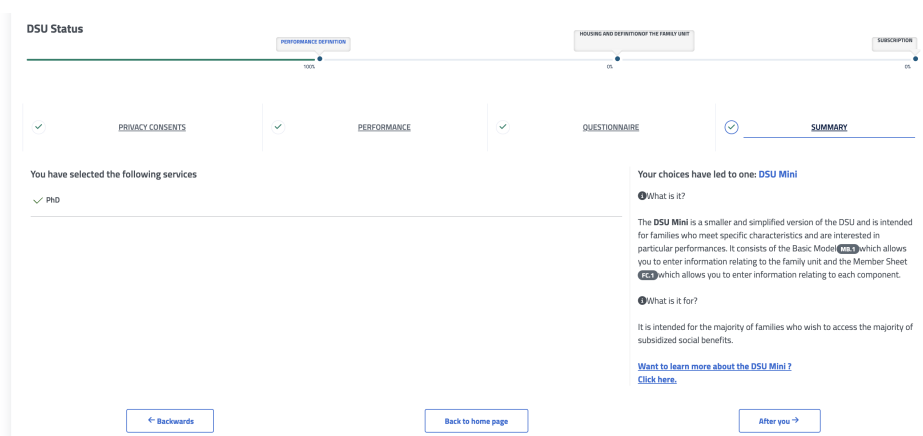


The screenshot shows the 'DSU Status' interface with a progress bar at the top. The progress bar has four segments: 'PERFORMANCE DEFINITION' (66%), 'HOUSING AND DEFINITION OF THE FAMILY UNIT' (0%), and 'SUBSCRIPTION' (0%). Below the progress bar, there are four tabs: 'PRIVACY CONSENTS', 'PERFORMANCE', 'QUESTIONNAIRE', and 'SUMMARY'. The 'QUESTIONNAIRE' tab is active and highlighted with a blue underline. Below the tabs, there are two sections with toggle switches: 'Disability' (Are there any disabled and/or non-self-sufficient people in the family unit (both adults and minors)?) and 'PhD' (Is it intended to declare a small nucleus?). Both toggles are currently turned off. At the bottom, there are three buttons: 'Backwards', 'Back to home page', and 'After you →'.

Figure 7: Questionnaire section.

Step 8: Review the Summary and Finalize

In the **Riepilogo** (Summary) section, the system will confirm that your choices have led to a **DSU Mini**. Review this information and click the forward button to proceed.



The screenshot shows the 'DSU Status' interface with the progress bar updated to 100%. The 'SUMMARY' tab is now active and highlighted with a blue underline. Below the tabs, there is a section titled 'You have selected the following services' with a dropdown menu showing 'PhD'. To the right, there is a text box explaining the 'DSU Mini' and its benefits. At the bottom, there are three buttons: 'Backwards', 'Back to home page', and 'After you →'.

Figure 8: Summary confirming the DSU Mini.

Final Steps

After completing this sequence, you will be prompted to enter and verify the final details of your housing situation, family unit, and financial assets. You must fill in your personal information and confirm the pre-filled data, and the job is done.