

Terms of use for the Forum EPFL website

1 - Introduction

These terms of use govern the use of the web platform of the association Forum EPFL.

As stated in its statutes, the purpose of the association Forum EPFL is to facilitate the professional insertion of students and graduates of the EPFL (Ecole Polytechnique Fédérale de Lausanne). This also forms the aim of the Forum's data processing policy.

2 - Definitions

- Service: the set of services offered by the association Forum EPFL (hereafter: "the Forum") which can be rented and/or reserved by users through the web platform. They include, but are not limited to, workshops, interview rooms, contact-luncheons, as well as other collective services.
- User: natural person able to access the web platform by registering to a user account.
- Student: user registered at the EPFL as a student (bachelor, masters, PhD, alumni graduated from the academic year preceding the current edition of the Forum EPFL)
- Company: company or start-up taking part in the Forum EPFL. It is represented by one (or more) user(s) (or representative(s)).

3 - Access to the platform

The user can access the web platform through an internet connection via a PC or mobile (phone, computer, etc.) terminal. The user ensures himself/herself that his/her connection is secured while using the web platform. The association Forum EPFL declines all responsibility in the eventuality of a loss or theft of data by a third party due to an unsecured connection between the user and the web platform.

The user is responsible to check that his/her terminal is technically capable of accessing the web platform safely. Hence, the Forum EPFL declines all responsibility for any damage incurred by the user's terminal due to inadequate use of its web platform.

4 – Registration

For student

To register a Student profile, the student must provide the following personal data:

- Name and first name
- A valid personal email address ending with *@epfl.ch*

- Curriculum Vitae (CV)
- Language(s) spoken: includes mother-tongue(s) and learned language(s)
- EPFL section in which the student is registered
- Current level of studies
- Type(s) of contract(s) searched

The student can also provide the following information if he/she so wishes:

- Private telephone number
- Photograph
- Web address leading to his/her LinkedIn profile

Finally, the registration to each service requires a brief message in the dedicated input area that shows his/her motivation.

For companies

To register a Company or Start-up profile, the company must provide the following data:

- Name of the company
- Name and first name of the company representative
- Position of the representative in the company
- Phone number of the company
- Mobile phone number of the representative
- Postal address of the company
- Email address of the representative

The Company or Start-up profile is managed by one (or more) user(s) that each provide their email address at registration of the profile.

5 - Personal data

For students

All personal data collected in the registration process of a Student profile will be used exclusively within the Forum EPFL's ongoing edition.

From 1st July 2018, companies registered on the web platform will have access to all Student profiles' data available on the Forum's database. The user can order his/her own personal data to be integrally deleted from the Forum's database, to which the Forum will comply.

All Students profiles' data will be destroyed from the Forum's database at the current calendar year-end. The Forum commits to demand the destruction of these data to registered companies that would have saved it inside their own respective databases.

For companies

All data collected in the registration process of a Company or Start-up profile will be used exclusively within the Forum EPFL's ongoing edition. They will remain confidential, and will be strictly reserved to the Forum's internal use (i.e. to send bills, contact the company for future editions, etc.).

All data will be conserved after the Forum's ongoing edition. They will remain accessible to future editions of the Forum, unless a company explicitly demands their destruction.

Data pertaining to students' registrations to services rented by companies will remain confidential. They will be destroyed at the current calendar year-end.

6 - Data localization

All data saved on the web platform remain in Switzerland. The web host is Infomaniak SA. The web host assures the security of its infrastructures, in particular thanks to a security policy compliant with GDPR requirements

(cf <https://www.infomaniak.com/fr/cgv/reglement-general-protection-donnees>)

7 - Transfer of data abroad

Forum EPFL collaborates with companies in Switzerland and in the European Union. Companies cannot transfer student data to third countries without express prior consent of the student concerned.

8 - Access to own data

Upon proof of identity in the form of official identity documents, the user can demand at any time access to all the data that he/she has submitted to the Forum. The Forum is able to grant the user access to his/her own data as soon as possible, but the 30th day at the latest.

The data controller is the association Forum EPFL represented by its president. For additional information about personal data usage, please contact the Forum EPFL by email at the following address: forum@epfl.ch

9 - Hypertext links

The web platform may contain hypertext links to third-party websites. The user visits these websites under his/her own responsibility.

The Forum EPFL will not be held accountable under any circumstances for the content of these third-party websites, in particular any content which may cause any form of damage to the user.

10 - Approval of Terms

The user agrees to be bound by the current terms of use in their entirety while using the web platform.

11 - Modification of Terms

The Forum EPFL can modify the current terms of use at all times and without notice. The user will be kept informed of any changes made.

12 - Applicable law

The terms of use therein are subjected to Swiss law.

The exclusive place of jurisdiction for all disputes is Lausanne, Switzerland.