

Privacy Policy Tschumi Website

1. General Information

The Tschumifonds Foundation of the Swiss Hotel Association operates the website (www.stiftung-tschumi.ch) and, unless otherwise stated in this Privacy Policy, is responsible for the data processing described herein. Your trust is important to us, which is why we take data protection seriously and ensure appropriate security measures. Naturally, we comply with the legal provisions of the Federal law on data protection (FADP), the Data Protection Ordinance (DPO), the Ordinance on Data Protection Certification (VDSZ), the Telecommunications Act (FMG), and other applicable data protection provisions under Swiss or EU law, in particular the General Data Protection Regulation (GDPR), whose provisions may apply in specific cases—

To ensure you know what personal data we collect from you and for what purposes we use it, please review the information below. The following information may be reviewed and amended from time to time; we ask that you take this into account and, for these reasons, recommend that you review this Privacy Policy regularly. Furthermore, for certain data processing activities listed below, other companies are responsible under data protection law or are jointly responsible with us; in such cases, the information provided by these providers is also authoritative.

2. Data Controller and Contact

The entity responsible for data processing is:

Tschumi Foundation of the Swiss Hotel Association
Monbijoustrasse 130
3001 Bern
Switzerland
Email: stiftung-tschumi@HotellerieSuisse.ch
Phone: +41 31 370 42 68

3. Purposes of Data Processing

We process personal data in particular for the following purposes:

- Provision and operation of our website
- Use and operation of the online application tool; processing and handling of funding applications
- Verification of funding eligibility, collection and verification of required documentation (e.g., from training institutions)
- Forwarding of information required for payment to participating training institutions
- Communication with applicants and participating entities
- Administration and awarding of funding grants
- Compliance with legal obligations
- Ensuring IT security and system stability

4. Legal basis for processing

The processing of personal data is carried out in accordance with applicable data protection regulations. It may be based, in particular, on the following grounds:

- To review and process applications
- To fulfill legal obligations
- to safeguard overriding legitimate interests (e.g., IT security, prevention of misuse)
- Based on your consent, where required.

5. Scholarship Applications / Financial Aid

We use a custom-built web application (PHP) operated by mindstream AG for the submission of scholarship applications.

The following data, in particular, may be processed as part of the application process:

- Master data and contact information (name, address, email, phone number)
- Information regarding education or academic history
- Financial information for assessing scholarship eligibility
- Information regarding parents/guardians and siblings, to the extent necessary for the means test
- Information regarding health impairments for relevant support services
- Uploaded documents
- Consents and confirmations

Processing is carried out exclusively for the purpose of reviewing and processing applications, as well as for the administration and awarding of scholarship funds.

Data sharing in connection with the application:

To verify eligibility and process scholarship applications, necessary information from your application may be shared with the participating educational institutions.

These institutions process the data independently in connection with the disbursement and the associated reviews. The privacy notices of the respective educational institutions also apply.

If you provide personal data belonging to third parties (e.g., parents/guardians and siblings), you agree to inform these individuals in advance about the processing of their data.

6. Hosting and Technical Provision

Our website and the application tool are operated and hosted by mindstream AG. Data processing takes place on servers in Frankfurt am Main, Germany. We have a contract with the service provider for data processing in accordance with legal requirements.

Processing is carried out in accordance with our instructions and in compliance with appropriate technical and organizational security measures.

7. Disclosure of Data

Personal data will only be disclosed if:

- this is necessary to fulfill the stated purposes
- there is a legal obligation
- you have expressly consented

Receivers may include, in particular:

- Training institutions in Switzerland
- Internal committees and employees of the Foundation
- IT service providers (processors)
- Banks (payment processing)
- Audit firms
- Government agencies where required by law

8. Data transfer abroad

Processing and storage generally take place on servers in Frankfurt am Main, Germany.

In the exceptional case that data is transferred abroad, this is done only to countries with an adequate level of data protection or under appropriate legal safeguards.

9. Retention period

We store personal data only for as long as necessary for the respective purposes or as required by statutory retention obligations.

Application files and related correspondence are generally retained for up to 10 years after the conclusion of the proceedings. Thereafter, the data is deleted or anonymized, provided that no legal or legitimate interests preclude this.

10. Data security

Data transmission between your browser and our systems takes place via an SSL/TLS-encrypted connection (HTTPS).

We implement appropriate technical and organizational measures to protect your data from unauthorized access, loss, and misuse.

11. Cookies and Log Files

We use only technically necessary cookies that are required for the operation of the website. No tracking is performed for marketing purposes.

When you access our website, technical data is automatically collected, in particular:

- IP address
- Date and time
- Browser information
- Operating system

This data is stored in so-called server log files and is used exclusively to ensure technical operation and IT security; it is generally deleted after 30 days.

12. Your Rights

Data subjects have the following rights in particular under applicable data protection laws:

- You may request information about what personal data we process about you, for what purposes, for how long, from what sources, and to whom we disclose it.
- You may request that we correct inaccurate data about you or complete incomplete data.
- You may request the deletion of your data, provided that no legal obligations or legitimate interests prevent this.
- You may object to the processing of your personal data with effect for the future
- You have the right to receive personal data that you have provided to us in a commonly used electronic format or to request its transfer to a third party, provided that the processing is automated and based on your consent or a contract.
- If we make automated individual decisions that have legal effects on you or significantly affect you, we will inform you of this. In this case, you have the right to express your point of view and request a review of the decision. We do not currently make such decisions.

To exercise your rights, please send us an email at stiftung-tschumi@hotelleriesuisse.ch. We may ask you to provide appropriate proof of identity and will respond within the legally required timeframes.

13. Changes

We reserve the right to amend this Privacy Policy at any time. The current version on our website applies.

14. Contact

If you have any questions regarding data processing, please contact:

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