



# APPENDIX TO DIPLOMA (\*)



## 1. EXAMENSBEVISETS BENÄMNING

Kvalificerad Yrkeshögskoleexamen

Affärsinriktad redovisningsekonom

## 2. TRANSLATION OF DIPLOMA TITLE

Advanced Diploma in Higher Vocational Education

Business-Oriented Accountant

This translation has no legal status

## 3. SKILLS AND KNOWLEDGE PROFILE

### The holder of this document has

- Knowledge of methods for reconciliations, investigations and inspections.
- Knowledge regarding tax returns and tax calculation for private individuals and businesses.
- Knowledge of the tax system's structure and function.
- Knowledge regarding profitability assessment, financing, financial planning and performance budgeting.
- Knowledge of commercial law, company law and legal documents.
- Skills in applying basic accounting principles, rules of law and the standards that constitute generally accepted accounting principles.
- Skills in being able to present results and figures in a correct manner to customers.
- Skills in performing bookkeeping of business transactions and preparing period and annual financial statements and annual reports in accordance with applicable laws, Reko and generally accepted accounting principles.
- Skills in performing tax returns and tax calculations for private individuals and businesses.
- Skills in accounting for company law, choice of corporate form and joint-owners' discretionary power and vicarious liability for various forms of association.
- Competence in performing accounting services within the areas of finance, taxation and declaration in an independent and professional manner.
- Competence in applying theoretical models and theoretical knowledge relevant to the profession.
- Competence in working so that quality is assured in the work and final product.
- Competence in working in an advisory role with regard to companies and acting in a proper manner with regard to customers.

## 4. PROFESSIONS AVAILABLE FOR HOLDERS OF THE DIPLOMA

Accountant, Accounting Consultant - bookkeeping and billing, Accounting Consultant - financial statements and tax declaration, Accounting Clerk, Accounting Assistant, Accounting Manager - general.

## 5. OFFICIAL STATUS OF THE DIPLOMA

<b>Name, status and address of the institution awarding the diploma</b>	<b>Name, status and address of the public authority issuing the entitlement to award a diploma to education providers</b>
	The Swedish National Agency for Higher Vocational Education Postal Address: Box 145, S-721 05 Västerås www.myh.se
<b>Diploma Level (national or international designation)</b>	<b>Grading Scale</b>
NQF/EQF: <i>scale not yet established</i> ISCED – scale:	Fail (Icke Godkänt - IG) Pass (Godkänt - G) Pass with Distinction (Väl godkänt - VG)

## 6. OFFICIALLY RECOGNISED MANNER OF OBTAINING THE DIPLOMA

Description of vocational education and training received	Per cent of whole programme (%)	Length (hours/weeks/months/years)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		<b>weeks/years</b>
<p><b>Further information</b></p> <p>A higher vocational programme may be of 200 vocational credits, equivalent to one full academic year, or 400 vocational credits, corresponding to two full academic years. If the criteria in Chapter 2, Section 13 of the Ordinance (2009:130) on higher vocational education are fulfilled, a Diploma in Higher Vocational Education is obtained. If the criteria in Chapter 2, Section 14 of the Ordinance (2009:130) on higher vocational education are fulfilled, an Advanced Diploma Higher Vocational Education is obtained.</p> <p>Entry requirement is successful completion of upper secondary education.</p> <p>For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: <a href="http://www.myh.se">www.myh.se</a></p>		

**(\*) Explanatory notes**

This document is intended to provide additional information about the specified diploma and has no legal status in itself. It is based on Council Resolution 93/C No. 49/01 of 3 December 1992 on the transparency and clarity of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency and clarity of vocational education certificates, and the European Parliament and Council Recommendation 2001/613/EC of 10 July 2001 on mobility within the Union of students, persons undergoing vocational training, volunteers, teachers and educators.

Further information on transparency and clarity may be obtained from: [www.cedefop.eu.int/transparency](http://www.cedefop.eu.int/transparency)

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