



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Kvalificerad Yrkeshögskoleexamen

Affärsinriktad redovisningsekonom

2. TRANSLATION OF CERTIFICATE TITLE

Advanced Higher Vocational Education Diploma in

Business-oriented Accountant

This translation has no legal status

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of methods for reconciliation of accounts, investigations and inspections.
- Knowledge of how to follow-up and analyse a company's finances.
- Knowledge of profitability analysis, financing, financial planning and profit budgeting.
- Knowledge of laws and customs in the areas of agreements, contracts, insurance and damages.
- Knowledge of argumentation and meeting techniques.
- Knowledge of taxation of private individuals and companies and the function and structure of the tax system.
- Skills in applying fundamental accounting principles, legislation and norms that contribute to good accounting practice.
- Skills in bookkeeping of business transactions and producing periodic statements and annual accounts.
- Skills in accounting for the connection between a company's results and the ability to make tax reservations.
- Skills to file tax returns and calculate tax for private individuals and businesses.
- Skills in accounting for the right of association, choice of company form and partners' rights, and deputies' responsibilities for various forms of association.
- Competence to conduct accounting, finance, taxation, tax return and similar administrative services.
- Competence to apply relevant theoretical models and theoretical knowledge.
- Competence to work in an advisory capacity for smaller companies.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accountant, Accounting Consultant, Accounting Assistant, Accounting Economist and Business Economist

5. OFFICIAL STATUS OF THE CERTIFICATE

Name and address of the awarding institution	Name and address of the public authority issuing awarding entitlement to education providers
	The Swedish National Agency for Higher Vocational Education Box 145, 721 05 Västerås Sweden www.myh.se
Diploma level (national or international designation)	Grading scale
SEQF/EQF:	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 (weeks)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		weeks
Further information		
The Higher Vocational Education Diploma requires a minimum of a Pass (Godkänt) in all courses. Five HVE credits correspond to one week of full-time studies.		
A Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 200 Higher Vocational Education credits (HVE credits).		
An Advanced Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 400 HVE credits, at least one quarter of programme time is spent on student placement, and the student has completed an independent project.		
Entry requirement is successful completion of upper secondary education.		
For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: www.myh.se		

(*) 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.

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