



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 and investigations.
- Knowledge of the follow-up and analysis of the company's finances.
- Knowledge of profitability assessment, financing, financial planning and performance budgeting.
- Knowledge of company valuation.
- Knowledge of commercial law, association law, legal documents.
- Knowledge of laws and customs in the subject areas agreements, contracts, insurance and right to damages.
- Knowledge of the structure and organisation of the industry.
- Knowledge of the structure and function of the tax system.
- Skills in applying basic accounting principles, regulatory rules and standards for good accounting practice.
- Skills in performing accounting of business events and establishing interim and annual accounts and annual reports according to applicable laws, Reko and good accounting practice.
- Skills in accounting for the link between the company's financial statements and opportunities for tax reserves.
- Skills in working with profitability assessment, financing and governance.
- Skills in describing financial instruments and transfer thereof as well as business transfers.
- Skills in accounting for association law, choice of corporate form and partner's right of determination and deputy's responsibility for different forms of association.
- Skills in establishing agreements, contracts and different types of legal documents.
- Competence to be able to independently and professionally carry out accounting services and services in the areas – finance, taxation, declaration and associated administration services.
- Competence to work so that quality is ensured in the work and end product.
- Competence to apply theory models and subject theoretical knowledge relevant to the profession.
- Competence to work in an advisory role for companies and behave correctly towards customers.
- Competence to meet different types of customers in a professional manner.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accounting Consultant, Accountant, Audit Assistant, Accounting Assistant, Tax Officer and Financial Manager in small and medium-sized companies

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 note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself.

The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information available at: <http://europass.cedefop.europa.eu>

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