



# CERTIFICATE SUPPLEMENT (\*)



SWEDEN

## 1. CERTIFICATE TITLE

**Yrkeshögskoleexamen**

**Affärsinriktad Redovisningsekonom**

## 2. TRANSLATION OF CERTIFICATE TITLE

**Higher Vocational Education Diploma**

**Business-Oriented Accountant**

This translation has no legal status.

## 3. SKILLS AND KNOWLEDGE PROFILE

### The holder of this document has

- Specialised knowledge of theoretical and practical financial accounting.
- Specialised knowledge of theoretical and practical tax law and commercial law.
- Knowledge and overview of related professional and competence areas such as business administration, payroll management and HR.
- Knowledge of work processes and quality criteria in theoretical and practical accounting.
- Knowledge of work processes and quality criteria in theoretical and practical tax law.
- Knowledge of work processes and quality criteria in theoretical and practical commercial law.
- Skills in planning, performing and identifying resources to perform specialised tasks in accounting.
- Skills in planning, performing and identifying resources to perform specialised tasks in tax law.
- Skills in planning, performing and identifying resources to perform specialised tasks in commercial law.
- Skills in solving complex problems in accounting, tax law, commercial law and payroll management.
- Skills in communicating commitments and solutions regarding accounting, tax law and commercial law in the professional role as accountant in both Swedish and another language.
- Competence to independently handle theoretical and practical accounting in a way that leads to learning and professional development.
- Competence to independently handle theoretical and practical tax law and commercial law in a way that leads to learning and professional development in the professional role of accountant.
- Competence to monitor accounting work and complete assigned projects within the professional role of accountant.

## 4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accountant, Accounting Consultant, Finance Officer and Accounting Assistant

## 5. OFFICIAL STATUS OF THE CERTIFICATE

|  |   |
|--|---|
| <b>Name and address of the awarding institution</b>          | <b>Name and address of the public authority issuing awarding entitlement to education providers</b>   |
|  | The Swedish National Agency for Higher Vocational Education<br>Box 145, 721 05 Västerås<br>Sweden<br><a href="http://www.myh.se">www.myh.se</a> |
| <b>Diploma level (national or international designation)</b> | <b>Grading scale</b>  |
| SEQF/EQF:  | Fail (Icke godkänt - IG)<br>Pass (Godkänt - G)<br>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  |                                 | <b>weeks</b>   |
| <b>Further information</b>  |                                 |                |
| 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: <a href="http://www.myh.se">www.myh.se</a>  |                                 |                |

**(\*) 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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