



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Yrkeshögskoleexamen

Försäkringsrådgivare/Skadereglerare/Riskbedömare

2. TRANSLATION OF CERTIFICATE TITLE

Higher Vocational Education Diploma

Insurance Advisor/Claim Adjuster/Underwriter

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of insurance legislation and regulations.
- Knowledge of customer rights and compensation laws.
- Knowledge of taxation laws and insurance taxation.
- Knowledge of other relevant legal regulations.
- Knowledge of insurance techniques and products.
- Knowledge of Risk Management and claims adjustment.
- Knowledge of the role and responsibilities held by an insurance advisor.
- Knowledge of inspection functions and compliance.
- Knowledge of micro and macro economics.
- Knowledge of accounting and financial records.
- Knowledge of professional terminology in English.
- Knowledge of IT and digitalisation.
- Skills to charter, evaluate and analyse a customer's financial situation, risk status and insurance needs.
- Skills to interpret and explain the terms of insurance.
- Skills to recommend/sell insurance policies based on customer needs.
- Skills to issue decisions about emergency measures that should be taken in the event of damage.
- Skills to understand ethical matters linked to the profession.
- Competence to work with related, preparatory and customer-oriented organisations.
- Competence to conduct needs analyses and risk evaluations.
- Competence to work to maintain market faith in the industry.
- Competence to monitor and understand development within the insurance industry.
- Competence to work with application of relevant models and scientific methods.
- Competence to understand and adhere to internal regulations and policies.
- Competence to compile insurance solutions for both private persons and companies.
- Competence to work independently and towards set targets.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Salesperson, Customer Advisor, Customer Service, Claims Adjuster, Broker's Assistant, Insurance Advisor, Underwriter and Insurance Seller

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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