



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Yrkeshögskoleexamen

Redovisningsekonom

2. TRANSLATION OF CERTIFICATE TITLE

Higher Vocational Education Diploma

Accountant

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of salary accounting, taxation, practical law, and of customer and interest relations
- Skills in managing bookkeeping in a business
- Skills in working with spreadsheet applications
- Skills in external accounting, consolidated accounting and financial control
- Skills in producing annual accounts and tax returns in different types of businesses
- Skills in explaining and communicating the company's finances in such a way that the individual business owner can understand their business potential
- Skills in producing an annual report
- Skills in analysing and identifying, as well as solving problems within corporate taxation
- Skills in analysing and identifying as well as communicating the financial results of businesses and organisations by writing reports
- Skills in conducting accounts and cash-flow analyses
- Skills in utilising current tax return techniques and taxation procedures
- Skills in working with all essential parts within the future professional role as accountant or accounting consultant
- Competence to independently conduct and follow up on the day-to-day accounting
- Competence to give financial advice and to work with salary accounting and returns in a business or organisation
- Competence to, in a intuitive and successful manner, as an accountant/accounting consultant, carry out the most frequently occurring professional tasks within the business

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accounting, Accounting Consultant, Accounting Assistant, Financial Manager.

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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