



# APPENDIX TO DIPLOMA (\*)



## 1. EXAMENSBEVISETS BENÄMNING

**Kvalificerad Yrkeshögskoleexamen**

**Redovisningsekonom med IT-kompetens**

## 2. TRANSLATION OF DIPLOMA TITLE

**Advanced Diploma in Higher Vocational Education**

**Accountant Qualified in IT**

This translation has no legal status

## 3. SKILLS AND KNOWLEDGE PROFILE

### **The holder of this document has**

- Knowledge of accounting and taxation related to tax declarations for individuals and businesses.
- Knowledge of management accounting, business law, international economics and the ethical and moral rules within the profession.
- Knowledge of payroll management and labour law, presentation techniques and various business systems.
- Knowledge of the relationship between the various subsystems included in a company's management system and knowledge of different economic models for profitability analyses.
- Skills in current accounting and reconciliations, accounting with period allocations and valuations, financial statements and annual reports, declarations with provisions and adjustments for individuals and businesses.
- Skills in the use of commonly used business systems within the profession, payroll administration, costing and budgeting with sensitivity analyses, cash management and profitability analyses with key ratios.
- Skills in drawing up legal documents and avoiding unnecessary litigation by being attentive to dubious formulations and ambiguities.
- Skills in independently compiling and presenting relevant information for decision making.

## 4. PROFESSIONS AVAILABLE FOR HOLDERS OF THE DIPLOMA

Accountant, Accounting Assistant, Accounting Manager, Accounting Consultant, Tax Consultant, Financial Manager, Store Manager, Product Group Manager, Purchasing Manager, Payroll Assistant

## 5. OFFICIAL STATUS OF THE DIPLOMA

<b>Name, status and address of the institution awarding the diploma</b>	<b>Name, status and address of the public authority issuing the entitlement to award a diploma to education providers</b>
	The Swedish National Agency for Higher Vocational Education Postal Address: Box 145, S-721 05 Västerås www.myh.se
<b>Diploma Level (national or international designation)</b>	<b>Grading Scale</b>
NQF/EQF: <i>scale not yet established</i> ISCED – scale:	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 (hours/weeks/months/years)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		<b>weeks/years</b>
<p><b>Further information</b></p> <p>A higher vocational programme may be of 200 vocational credits, equivalent to one full academic year, or 400 vocational credits, corresponding to two full academic years. If the criteria in Chapter 2, Section 13 of the Ordinance (2009:130) on higher vocational education are fulfilled, a Diploma in Higher Vocational Education is obtained. If the criteria in Chapter 2, Section 14 of the Ordinance (2009:130) on higher vocational education are fulfilled, an Advanced Diploma Higher Vocational Education is obtained.</p> <p>Entry requirement is successful completion of upper secondary education.</p> <p>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></p>		

**(\*) 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.

Further information on transparency and clarity may be obtained from: [www.cedefop.eu.int/transparency](http://www.cedefop.eu.int/transparency)

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