



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Kvalificerad Yrkehögskoleexamen

Redovisningskonsult

2. TRANSLATION OF CERTIFICATE TITLE

Advanced Higher Vocational Education Diploma in

Consulting Accountant

This translation has no legal status

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge and expertise relating to the Swedish tax system, as well as knowledge of both private and corporate tax legislation and various forms of tax returns.
- Knowledge and skills in accounting (internal, external and consolidated) and annual financial statements.
- Skills in various IT-based administrative systems and platforms within the field of accounting.
- Skills in financial management and different methods for price calculation, financial planning, capital requirement calculations, investment calculations and accounts analysis.
- Skills in budgeting and financial planning as a basis for evaluating a company's profitability and liquidity.
- Knowledge of commercial law and the most central legal problems involved in our commercial legal system.
- Knowledge of the conditions for human communication and how to improve relations.
- Skills in presentation techniques and rhetoric, both in Swedish and English.
- Skills in working with accounting, financial statements and reconciliations.
- Skills in working with capital requirement calculations, financing capital requirements, key figures, calculations and methods for investment calculations.
- Skills in using balance sheets and profit and loss statements (financial management) when analysing businesses' profitability, financial position and liquidity.
- Skills in calculating taxes, associated consequences and preparing tax returns.
- Skills in processing financial information in Excel, working in computer-based business systems, making presentations in Swedish and English, and understanding the importance of communication in the consultative role.
- Skills in managing ongoing accounts, supplemented with annual financial statements.
- Skills in searching for information/resolving issues with the help of laws and ordinances that govern accounting and financial statements.
- Competence to apply the Swedish tax system/tax legislation.
- Competence to prepare a complete annual financial report for smaller limited liability companies.
- Competence to identify legal problems in the commercial legal system, apply/interpret parts of the legislation of commercial law and resolve disputes through legal argumentation.
- Skills in writing and presenting an individual report.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accounting Manager, Consulting Accountant: economic analysis, auditing, Consultant Accountant: financial statements, tax returns, Consulting Accountant: bookkeeping, billing, Accountant, Assistant Controller

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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