

1. CERTIFICATE TITLE**Yrkehögskoleexamen****Redovisningskonsult****2. TRANSLATION OF CERTIFICATE TITLE****Higher Vocational Education Diploma****Consulting Accountant**

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE**The holder of this document has**

- Knowledge of and expertise in the Swedish tax system, private and corporate tax legislation and tax returns.
- Knowledge of internal, external and consolidated accounting and annual financial statements.
- Knowledge of commercial law and the most central legal problems involved in the commercial legal system.
- Knowledge of the conditions for human communication and how to improve relations.
- Skills in IT-based accounting administrative systems and platforms.
- Skills in financial management price calculation, financial planning, capital requirement calculations, investment calculations methods and accounts analysis.
- Skills in budgeting and financial planning as a basis for evaluating a company's profitability and liquidity.
- Skills to work with accounting, financial statements and reconciliations.
- Skills to work with capital requirement calculations, financing capital requirements, key figures, calculations and investment calculation methods.
- Skills to use balance sheets and profit and loss statements to analyse a businesses' profitability, financial position and liquidity.
- Skills to calculate taxes, associated consequences and preparing tax returns.
- Skills to use Excel for financial processing and work with IT business systems.
- Skills to conduct presentations in English and Swedish and understand the importance of communication.
- Skills to manage accounts, supplemented with annual financial statements.
- Skills to find information and resolve issues by following the applicable laws and ordinances.
- Competence to apply the Swedish tax system and 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 and interpret parts of the legislation of commercial law and resolve disputes through legal argumentation.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Accounting Manager, Consulting Accountant and Accounting Assistant

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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