



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Yrkeshögskoleexamen

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 the theory of book-keeping and annual accounts, financial planning and steering, financing and calculation.
- Knowledge of annual accounts and annual reports, staff administration and salary management, in addition to trade and taxation legislation.
- Knowledge of business practice and consultation.
- Knowledge of business English.
- Skills in accounting procedures.
- Skills to create annual accounts and reports, declarations and financial analyses.
- Skills to create financial calculations.
- Skills to work with computerised salary processing and the relevant cloud-based accounting and taxation programs.
- Skills to provide advice and consultation on financial matters, with the aim of improving profitability for the client.
- Skills to work with financial information using key figures.
- Competence to provide financial advice and evaluate and propose suitable solutions for each business administration situation.
- Competence to work with both Swedish and English speaking markets.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Consulting Accountant, Accounting Consultant, Accounting Assistant and Financial 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.

© European Communities, 2002