



1. Title of the certificate – Yrkeshögskoleexamen ¹

Redovisningskonsult

2. Translated title of the certificate – Higher Vocational Education Diploma ²

Accounting Consultant

3. Knowledge, skills and competence profile

The holder of the certificate has:

- Knowledge of how a financial system is structured, how registration is made and what reports can be produced.
- Knowledge of the laws and regulations that govern day-to-day accounting.
- Knowledge of different forms of enterprise that exist and what distinguishes them.
- Knowledge of how tax legislation is structured and what applies to the different forms of enterprise.
- knowledge of how an income tax return for the different forms of enterprise is drawn up.
- Knowledge of which laws and regulations govern the preparation of annual financial statements or an annual report.
- Skills in using the different parts and functions of a commonly used financial system.
- Skills in applying the laws and regulations applicable to day-to-day accounting.
- Skills in analysing and explaining differences between different forms of enterprise and advising on advantages and disadvantages.
- Skills in applying basic rules in tax legislation.
- Skills in applying the rules applicable to the preparation of an enterprise's income tax return.
- Skills in applying the laws and regulations that apply to the preparation of annual financial statements or an annual report.
- Competence to independently register in and produce reports from a financial system.
- Competence to be responsible for the application of rules regarding day-to-day accounting.
- Competence to interpret existing laws and regulations when it comes to the choice of form of enterprise.
- Competence to be independently responsible for the application of basic rules in tax legislation.
- Competence to independently draw up an enterprise's income tax return.
- Competence to be responsible for the application of rules regarding the preparation of annual financial statements or an annual report.

4. Range of occupations accessible to the holder of the certificate ³

Accounting Consultant, Accounting Administrator, Accounting Assistant, Accounting Manager, Accounting Economist and Finance Manager

¹ In the original language. | ² If applicable. This translation has no legal status. | ³ If applicable.

1. Official basis of the certificate

Name and address of the awarding institution	Authority providing accreditation / recognition of the certificate
	The Swedish National Agency for Higher Vocational Education Box 145 721 05 Västerås, Sweden www.myh.se
Level of the certificate (national or European) ¹	Grading scale / Pass requirements
Level 5 in the National Qualifications Framework (SeQF) Level 5 in the European Qualifications Framework (EQF)	Fail (icke godkänt – IG) Pass (Godkänt – G) Pass with distinction (Väl godkänt – VG)
Access to next level of education / training ¹	International agreements on recognition of qualifications ¹
	The Higher Vocational Education Diploma requires a minimum of a Pass (Godkänt) in all courses.

Legal basis

A Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 200 Higher Vocational Education credits (HVE credits). Five HVE credits correspond to one week of full-time studies.

2. Officially recognised ways of acquiring the certificate

Description of vocational education and training	Percentage of total programme (%)	Duration (/weeks)
College/education centre	%	weeks
Placement – learning in a work environment	%	weeks
Total duration of the education / training leading to the certificate		weeks

3. Additional information

Entry requirements ¹

Entry requirement is successful completion of upper secondary education.

More information (including a description of the national qualifications system)

For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: www.myh.se

National Europass Centre

www.myh.se

¹ If applicable.