

1. Title of the certificate ¹

**Δίπλωμα Επαγγελματικής Ειδικότητας Εκπαίδευσης και Κατάρτισης Επιπέδου 5. Ειδικότητα Ι.Ε.Κ.:
ΕΙΔΙΚΟΣ ΚΟΣΤΟΛΟΓΗΣΗΣ ΣΤΗ ΒΙΟΜΗΧΑΝΙΑ - ΒΙΟΤΕΧΝΙΑ**

2. Translated title of the certificate ²

**Vocational Training Diploma Initial Vocational Training (I.E.K.) Level 5. Specialty of I.E.K.:
COSTING SPECIALIST IN INDUSTRY - CRAFTS**

3. Profile of skills and competences

LEARNING OUTCOMES (KNOWLEDGE, SKILLS, COMPETENCES).

A typical holder of the certificate is able to:

- Understand and analyse the basic concepts of analytical accounting or costing in industrial undertakings.
- Understand and analyse the basic principles of the double-entry accounting system.
- Interpret and verify the analytical accounting results.
- Interpret and analyse basic financial documents, such as Balance Sheets, Profit and Loss Statements, etc.
- Prepare allocation sheets according to the accounting principles.
- Record accounting entries according to the Hellenic Accounting Standards principles.
- Work responsibly, either independently or within a team.
- Act in accordance with the professional rules of conduct.

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

The VET graduate of this specialty can be employed:

- In the Accounting Department of Industrial Undertakings.
- In the Accounting Department of Commercial Companies.
- In Accounting – Tax Offices.
- As Freelance Accountant – Tax Consultant *
- In the financial services of the Public Sector **

The professional licence of 2nd Class Accountant of Tax Consultant is granted by the Economic Chamber of Greece to holders of Vocational Training Certificates on Accounting who work for the next five (5) years as assistant accountants.

The Vocational Training Diploma is recognised as a qualification for appointment in the public sector according to the Presidential Decree no. 50/2001 (Greek Official Gazette 39/Vol. A/5-3-2001), as in effect.

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

5. Official basis of the certificate

Body awarding the certificate

E.O.P.P.E.P.
(National Organisation for the Certification of Qualifications and Vocational Guidance)
41 Ethnikis Antistaseos Avenue, 142 34 N. Ionia
<https://www.eoppep.gr>

Level of the certificate (national or European) ¹
Level 5 National and European Qualifications Framework

Access to next level of education / training ¹

Yes

Authority providing accreditation / recognition of the certificate

E.O.P.P.E.P.
(National Organisation for the Certification of Qualifications and Vocational Guidance)
41 Ethnikis Antistaseos Avenue, 142 34 N. Ionia
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Grading scale / Pass requirements
a) acquisition of the Vocational Training Certificate (V.E.K.) after successful completion of study at the Vocational Training Institute (I.E.K.)
b) acquisition of the Vocational Training Diploma after:
1. success in the theoretical part of Initial Vocational Training certification examinations (Grading scale = 1-20, Pass = 10) and
2. success in the practical part of the Initial Vocational Training certification examinations (Pass/Fail)

International agreements on recognition of qualifications ¹

No

Legal basis

Law 2009/1992 on the National System of Vocational Education and Training
Law 4186/2013 on the Restructure of Secondary Education
Law 4763/2020 on National System of Vocational Education, Training and Lifelong Learning

6. Officially recognised ways of acquiring the certificate

Success in the Initial Vocational Training certification examinations. Total duration of the education / training leading to the certificate. 4 semesters (until law 4186/2013) / 5 semesters (after law 4186/2013).

7. Additional information

Entry requirements ¹

Certificate of Upper Secondary School. Qualification of Level 4 (NQF/EQF) // Certificate Vocational Training School (SEK) – Qualification of Level 3 (NQF/EQF)
Following the voting of L. 4763/2020, only by an Upper Secondary Education certificate or an equivalent title of studies (Qualification of Level 4 NQF/EQF)

Indicative subjects taught:

GENERAL ACCOUNTING, LAW, FINANCIAL MATHEMATICS, STATISTICS, NEGOTIATION TECHNIQUES, PRINCIPLES OF BUSINESS ADMINISTRATION, TAX PRACTICE, ACCOUNTING APPLICATIONS, CORPORATE ACCOUNTING, FINANCING OF COMPANIES, TAX ACCOUNTING AND APPLICATIONS, COST ACCOUNTING, COMPUTERISED COMMERCIAL AND INDUSTRIAL ACCOUNTING, BALANCE SHEET ANALYSIS, COMPUTERISED SPREAD SHEETS, ENGLISH, COMPUTER USE.

More information

National Qualifications Framework : <https://nqf.gov.gr/> and <https://proson.eoppep.gr/en>

National Europass Centre: **EL/NEC - E.O.P.P.E.P.** National Organisation for the Certification of Qualifications and Vocational Guidance EOPPEP Ethnikis Antistaseos 41 Avenue, 142 34 N. Ionia. T.0030 2102709000 europass@eoppep.gr
<http://europass.eoppep.gr> www.eoppep.gr

¹ If applicable.