

Credit Hour Policy and Credit Assignment Procedures

Huntington Junior College follows a quarter system for its academic programs. Each of the four quarters consists of 10-11 instructional weeks. Students enroll at any time; however, they may begin classes only at the start of the quarter. The college does not have any accelerated academic programs.

Since 1982 when the college was accredited by the Accrediting Council of Independent Colleges and Schools, the college assigned academic credit to the course work based on one quarter credit hour equaling a minimum of 10 classroom hours of lecture, 20 hours of laboratory, and/or 30 hours of practicum experience. The credit assigned to each class is published in the catalog, on the college website, and the student portal. The typical class at Huntington Junior College has 215 instructional minutes per week for a total of 2150-2365 hours per quarter or 35.8-39.4 instructional hours per quarter. All courses (in-house and online) have additional out-of-class work required that would exceed the required hours to award credit. Based off this formula, all classes except two at Huntington Junior College are awarded 4-quarter credit hours per term.

The exceptions to this rule are the Realtime Reporting Theory courses and the externship/practicum/internship courses. The theory classes have a total of 4300-4730 instructional hours per term or 71.6-78.8 instructional hours per quarter. The course is worth 8-quarter credit hours per term.

Externships/practicums/internships are established to allow students to complete around their life schedules. Students may not have regularly scheduled weekly hours as long as they complete the total required hours within a ten-week period. Because of this flexible scheduling, the college does not award credits for the externships/practicums/internships.

Administration and faculty ensure that course content comprises 4 quarter hours of credit and faculty devise the course content and designate the breakdown of lecture and lab hours contained in the course descriptions. New classes are reviewed and approved by the faculty advisory committee.