





EMIS FY26 Beginning of Year Student Collection in Infinite Campus

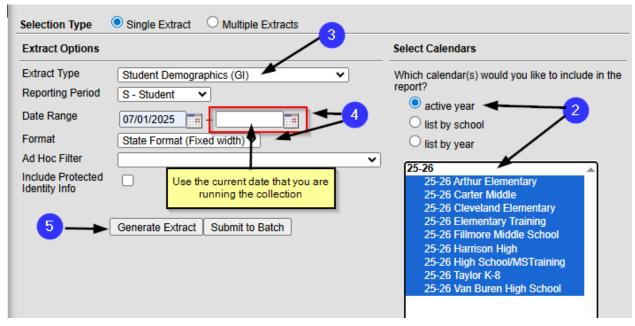
OH State Reporting > OH Extracts

- 1. Select current school year: 2025-2026 and All Schools
- 2. Select 'active year' and select all calendars for your district that get reported (to the right)
- 3. Select and set extract options based on extract type
 - GI Student Demographic
 - GQ Student Program
 - GG Student Gifted Education
 - GD Student Discipline
 - GE Student SPED Record (Check the Pull Prior IEPs/Evals)
 - DN Organization General Information
 - Group (Assessment, District, and Student)
 - FD Student Attributes Effective Date
 - FN Student Attributes No Date (10/06/2025 10/10/2025)
 - FS Student Standing (if using positive attendance check Calculate Positive Attendance)
 - GJ Student Demographic Race Detail Record
 - FE Student SPED Grad Requirements
 - FX Student Reported in Error
 From EMIS FLAT FILE when needed
 - FC Student Withdrawal Override Record
 - FL Student Summer Withdrawal Record
- 4. **Set universal extract options** (the following options will be set for ALL record types)
 - Reporting period: S Student
 - Date Range: (suggested date range) 07/01/2025 —*** Date you are running the collection ***
 - Format: State Format (fixed width) *defaults to this*
- 5. Generate Extract
- 6. Save Files
- 7. Directly **Upload into Data Collector** then collect, prepare, review for accuracy, certify and submit.









DN Extract Example

