

EMIS FY26 Student Course Grade 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 (*to the right*)
3. **Select and set extract options based on extract type**
 - **FR (Student Course Grade)**
4. **Set universal extract options** (*the following options will be set for ALL record types*)
 - **Reporting period:** L – Staff/Course
 - **Grade Level:** All grade levels that could receive high school credit
 - **Date Range:** (*suggested date range*) 07/01/2025 - 06/30/2026
 - **Format:** State Format (*fixed width*) *defaults to this*
5. **Generate Extract**
6. **Save File**
7. Directly **Upload into Data Collector** then collect, prepare, review for accuracy, certify and submit.

OH State Extracts

This tool will extract data to complete several formats of the OH State-defined reporting formats. Choose the State Format to get the file in the state defined fixed width file format, otherwise choose one of the testing/debugging formats.

Selection Type ☒ Single Extract ☐ Multiple Extracts

Extract Options

Extract Type Student Course Grade (FR) 3

Reporting Period L - Staff/Course 4

Grade Level

05 : Grade 5
 06 : Grade 6
 07 : Grade 7
 08 : Grade 8
 09 : Grade 9
 10 : Grade 10
 11 : Grade 11
 12 : Grade 12
 13 : Enrolled, completed course requirements
 23 : Student identified with disability

Date Range 07/01/2025 -- 06/30/2026

Format State Format (Fixed width) 4

Ad Hoc Filter

5
Generate Extract
Submit to Batch

Select Calendars

Which calendar(s) would you like to include in the report?

☒ active year 2

☐ list by school

☐ list by year

25-26
 25-26 Arthur Elementary
 25-26 Carter Middle
 25-26 Cleveland Elementary
 25-26 Elementary Training
 25-26 Fillmore Middle School
 25-26 Harrison High
 25-26 High School/MSTraining
 25-26 Taylor K-8
 25-26 Van Buren High School