iNHDEX

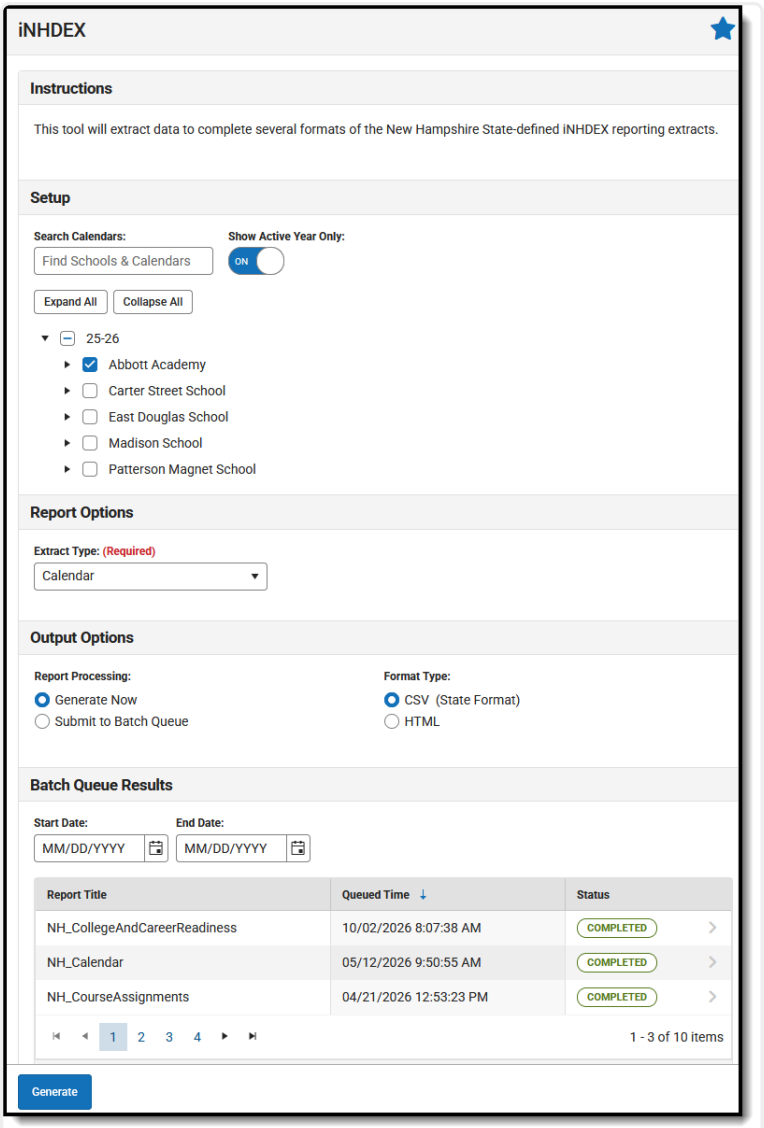
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Path: Reporting > NH State Reporting > iNHDEX

iNHDEX (Initiative for New Hampshire's Data Exchange) is the Statewide Student Information System being deployed and phased into all New Hampshire public schools and districts. The New Hampshire Department of Education plans for iNHDEX to replace the i4see data collection system.

Before you start

- Determine which **Extract Type** you need to generate. Each extract has unique reporting requirements, data elements, and setup considerations. Refer to the documentation links below for the specific extract before generating the report for clarification.
- Verify that the calendars you want to report are available and that the required student, course, attendance, or program data has been entered for the reporting period associated with the selected extract.
- Gather any reporting criteria needed for the extract, including the applicable start/end dates, any Ad hoc filters, and whether optional settings such as **Display Course Number** or **Exclude Cross-Site Data** should be used.
- This report requires Read rights to iNHDEX. Contact your local system administrator if you do not have access to the report.



Use this tool to generate iNHDEX state reporting extracts.

Report editor

Data Element	Description
Set Up	
Search Calendars	Use the search field to narrow the list of calendars to select. Use the Expand All/Collapse All option. Place a check mark next to the desired school and calendars.
Show Active Year Only	Only calendars for the active school year are available for selection when set to ON. When set to OFF, all calendars from all school years are available for selection based on the user's tool rights.
Report Options	

Data Element	Description
Extract Type *(required)*	Determines which iNHDEX report is generated. Click on the hyperlink for more information about the specific extract.

Extract	Description
Calendar	Used to define the academic school year for each school in the district.
Calendar Blocking Days	Used to define instructional periods within the academic school year and the hours of instruction in each period. The calendar session details will be used to calculate student membership at the school.
Calendar Sessions	Used to define instructional periods within the academic school year and the hours of instruction in each period.
Charter Payment Verification	Charter schools can use this to update student enrollments outside the Enrollment submission windows for payment verification purposes.
College and Career Readiness (October 2026)	Required for districts (including charter schools) with high schools (grades 9-12). Allows reporting of a student's attainment of identified CCR indicators at any point during their high school tenure.
Course Assignments (September 2026)	Reports data for all courses offered.
Education Tax Credit	Reports a record for all students with an Enrollment Status of '28: Education Free Account (EFA) Program'.
Enrollment	Reports all students enrolled at any time during the academic year. It excludes Homeschooled and Adult Education students who are not enrolled full-time.
Enrollment Transfers (July 2026)	Reports students who were previously reported on the current school year Enrollment submission and have since left the school. Students who leave school during the academic year must be reported before the next Enrollment submission.
Extended Learning Opportunities (May 2026)	Reports data for high school students who participated in an extended learning opportunity (ELO) during the school year.

Data Element	Description	
	Free and Reduced	Reports all students in the selected calendar(s) with a FRAM Eligibility record status (F: Free or R: Reduced) or with the 'Free Milk Eligible' checkbox marked.
	Home School Academic	Reports homeschooled students participating in academic classes in public schools from grades classified 'Ninth Grade' - 'Post Graduate'.
	Program Participation (September 2026)	Reports students participating in the following school programs: • Adult Education ◦ *Manually entered by districts using the flag with the code 'ADULT'.* • NH Career Academy • 504 Education Plan • Supplemental Paid Enrollment • Alternative Education • Early College
	Student Absence	Reports when students have an attendance event designated with an absence code associated with a State Code. The data is used to calculate chronic absenteeism and attendance rates at the district and school levels.
	Student Class (September 2026)	Pulls course-level enrollment data for students in district schools.
	Student Roster	Can be used to register K-12 students for all state assessments and NHSAS Interim testing.
	Summer Graduates and Withdrawals	Reports students who either graduated/completed high school or withdrew from the district over the summer.
	Title I Academic	Reports the designation of students receiving Title I Services.

Data Element	Description
Start Date / End Date *(required)*	Dates determine the time frame of the extract. Dates are entered in mmddyy format or selected using the calendar icon.
Display Course Number *(Does not display for all extract types)*	The course number is displayed on the report when the checkbox is selected.
Exclude Cross-Site Data *(Does not display for all extract types)*	Cross-site section enrollment data is **not** included in the report when checked. • Cross-site enrollment functionality must be enabled at the district level for the checkbox to display.
Ad hoc Filter	Allows selecting a previously created filter. Only students included in the selected filter are returned in the report.
Output Options	
Report Processing	**Generate Now:** Select to generate the report immediately. **Submit to Batch:** Useful when generating reports for several calendars or larger amounts of reported data. See the Batch Queue article for more information.
Format Type	Determines in which format the report is generated. • CSV (State Format) • HTML **CSV Format Best Practice** The accepted state format for all iNHDEX extracts is Comma-Separated Value (CSV). If the Microsoft Excel application is installed on your computer, this file type usually defaults to opening with it. Microsoft Excel handles date-time values in a very specific way. The default handling of date values removes leading 0s, **which will cause issues with your reporting**. To avoid issues, make sure to edit CSV files using a text editor such as Notepad, Notepad++, or a similar application. If you want to continue using Excel, ensure that all date fields are set to the MM/DD/YYYY format **with leading 0's** (e.g., "8/4/2024" should display as "08/04/2024"). This Microsoft article provides detailed instructions on changing date format in Excel: Format a date the way you want - Microsoft Support.

Generate the extract

1. Select the **School(s)/Calendar(s)** to include in the extract.
2. Select the **Extract Type**.
3. Enter the **Start Date**.
4. Enter the **End Date**.
5. Select **Display Course Number** to include course numbers in the extract. This option is available only for applicable extract types.
6. Select **Exclude Cross-Site** to exclude cross-site section enrollment data from the extract. This option is available only for applicable extract types.
7. Select an **Ad hoc Filter** to limit the records included in the extract.
8. Select **Generate Now** or **Submit to Batch**.
9. Select the output **Format**. For CSV output, follow the CSV Format Best Practice described above.
10. Click **Generate**.