

(iNHDEX) NH - Education Tax Credit 24-25

December
2024

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Overview

Summary, Scope, and Purpose

This submission should be used to report each student eligible pursuant to RSA 77-G:1, VIII(a)(1) and (2) who received a scholarship, and the subparagraph under which he or she was eligible, to the department of education.

Due Dates

Window Name	Submission Start	Submission End	Collection Start	Collection End
EOY	5/15/2025, 12:00 AM	6/30/2025, 12:00 AM	07/01/2024	06/30/2025

Functional Requirements

Reporting Population and Business Rules

#	Requirement
R1	Report a record for all students who have an Enrollment Status of <i>28: Education Free Account (EFA) Program</i> .
R1.BR1	Student's Enrollment must be within the Start Date and the End Date entered on the Extract Editor by at least one day .
R1.BR2	Only one record should be reported per student.
R1.BR3	Do not include any records that match the following exclusions: <ul style="list-style-type: none"> • Enrollment No Show • Enrollment State Exclude • Enrollment Grade Level Exclude • Enrollment Status of: <ul style="list-style-type: none"> ○ <i>21: Enrolled in and is the financial responsibility of the district</i> ○ <i>22: Formal tuition agreement, financial responsibility of another district</i> ○ <i>23: No formal tuition agreement, financial responsibility of another district or parent paid</i> ○ <i>24: Home Schooled</i> ○ <i>25: Resides in a NH district, tuitioned to out-of-state public school</i> ○ <i>26: Resides in a NH district, placed by district in a nonpublic school</i> ○ <i>27: Foreign Exchange Program</i> ○ <i>29: Dually enrolled in VLACS</i> • Calendar Exclude • School Exclude
R2	The report can be run against a district's active year as well as any prior year.
R3	The report can be run in District Editions.
R4	The report will be generated in CSV format as well as a human-readable format (HTML). The CSV format is the State Format.
R4.BR1	

R5	If multiple calendars are selected, the report will sort in the following order: <ul style="list-style-type: none">• State Assigned Student Identifier
R6	The file name that is generated will be titled NH_EducationTaxCredit .

Extract Editor Requirements

Path: *NH State Reporting > iNHDEX*

	Editor Options	Field Type	Requirements
1	Extract Type	Drop list	
2	Start Date	Date field	
3	End Date	Date field	
4	Ad Hoc Filter	Drop list	
5	Calendar Selector	Multiple Calendar Selector	<ol style="list-style-type: none"> 1. Defaults to the Calendar selected in the Campus Toolbar 2. At least one calendar is Required
6	Generate Report	Trigger button	Trigger the creation of the extract when selected
7	Submit to Batch	Trigger button	Send extract to Batch Queue when selected
8	Report Format	Drop list	Drop list will contain: <ul style="list-style-type: none"> • Comma Separated (CSV) • HTML

Report Data Elements

The numbers below represent the sequence the fields should appear in.

	Data Element Label	Description / Business Rules	Required (Y/N)	Data Source GUI Path	Database Field(s)	Format	Length
1	sasId (State Assigned Student Identifier)	<i>Unique state assigned student ID. Each student should receive only one SASID and the SASID should remain with the student throughout his/her education in the state of NH.</i> <hr/> Reports the Student State ID from Demographics.	Y	Demographics > Student State ID	Person . stateID	Numeric	10 characters exactly