



## West Bengal Board of Madrasah Education

‘Maulana Abul Kalam Azad Bhawan’

DD-45, Sector I, Salt Lake City, Kolkata- 700 064

Website: [www.wbbme.org](http://www.wbbme.org), Email: [wbbme2011@gmail.com](mailto:wbbme2011@gmail.com)

Memo No.: 1539/Aca/25

Date: 16.07.2025

From: The Deputy Secretary  
West Bengal Board of Madrasah Education.

To: The Head Master/Superintendent/ TIC of all recognised Madrasahs and Govt. Model Madrasahs (English medium) of West Bengal.

Sub : Updating of MMS Portal Activities and Madrasah Websites.

Madam/Sir,

In reference to the above noted subject, this is to inform you that the Holistic Progress Report Card, Madrasah website and other Activity sections on the **Madrasah Management System (MMS) portal** have been found to lack recent updates.

You are hereby requested to ensure that all current information and regular activities related to your Madrasah are promptly updated on both the MMS portal and your institution's website. These updates are essential to ensure transparency and availability of accurate information for public viewing.

To update the “**Madrasah Management System portal (MMS)**” please follow the instruction given bellow:

1. Open any web browser and visit: <https://school.banglarshiksha.gov.in/>
2. Click on the “**LOGIN MADRASAH**” button to log in to the MMS portal.
3. To view Madrasah websites, click on the “**SEARCH MADRASAH**” button.

The detailed instructions and guidelines are given below:

1. Login
  - a. Go to link <https://school.banglarshiksha.gov.in/>
  - b. Click ‘Login Madrasah’
  - c. Click ‘Teacher’ button (for login as a teacher)
    - i. Enter ‘UDISE Code’
    - ii. Enter ‘Username’
    - iii. Enter ‘Password’
    - iv. Enter ‘Captcha’
    - v. Click ‘Sign In’ button
  - d. Click ‘Madrasah’ button (for login as a madrasah)
    - i. Enter ‘UDISE Code’
    - ii. Enter ‘Password’
    - iii. Enter ‘Captcha’
    - iv. Click ‘Sign In’ button

- e. Click 'Administrator' button (for login as an administrator)
  - i. Enter 'Username'
  - ii. Enter 'Password'
  - iii. Enter 'Captcha'
  - iv. Click 'Sign In' button

[NOTE: For 1<sup>st</sup> time login user should use the default password "\$ch00l" (Dollar sign-small c-small h-zero-zero-small l) and after that user able to create own password]

2. Change Password

- a. Enter New Password
- b. Enter Confirm Password
- c. Click 'Change Password' button

3. Reset Password

- a. Click on 'Teacher' button right corner from dashboard (from School/Hol login)
- b. Click Reset button under 'Reset Password' column

[NOTE: After reset password teacher should login 1<sup>st</sup> time with default password "\$ch00l" (Dollar sign-small c-small h-zero-zero-small l) and after that user able to create own password]

For any query, please contact:

**Help line no.** 6289352676, **E-Mail:** [contactschoolmanagementsystem@gmail.com](mailto:contactschoolmanagementsystem@gmail.com)

We seek your cooperation in completing this task at the earliest. Your prompt attention to this matter will be highly appreciated.

Yours faithfully

*Oranham* 16/7/25

Deputy Secretary  
West Bengal Board of Madrasah Education.  
Date: 16.07.2025

Memo No.: /Aca/25

Copy forwarded for kind information to:

1. The Secretary to the Govt. of West Bengal, Minority Affairs and Madrasah Education, Department, "NABANNA", HRBC Building, 325 Sarat Chatterjee Road, Mandirtala, Howrah-711102.
2. The Director of Madrasah Education, Govt. of West Bengal, Bikash Bhavan (2<sup>nd</sup> floor), Salt Lake City, Kolkata-700091
3. Guard file

Deputy Secretary  
West Bengal Board of Madrasah Education