

**Documents to be produced by the candidates for the Reimbursement of Train/Air Fare, after successful online application using the website <https://kscsa.org>**

1. Duly signed downloaded application form
2. e-SUMMON Letter
3. Flight/Train ticket (in original) of the candidate
4. Bill/Invoice of Flight/Train tickets (in original) with G.S.T in tune with total claim amount
5. Original Boarding passes (in original)
6. Bank passbook copy of the candidate.

The printed copy of the above **1-6 documents**, should be duly forwarded to the following address of the Authority, either **by hand or by post** for further processing:-

**Director  
Centre for Continuing Education Kerala  
Anathara Lane, Charachira,  
Kowdiar PO, Thiruvananthapuram  
PIN Code - 695003**

*For Technical support/issues regarding online registration : mail to*

*info.ccek@gmail.com*

*Contact number - 8281098863*