

Do's and Don'ts and Some Queries:

Do's:

Always note the **User ID and Password** as displayed on the screen. This will be required for modification as well as printing of the form for CONCURRENT AUDITOR.

Don'ts:

Always note the password correctly. General mistakes are in 0 (zero) and O ('O' Alphabet). Try not to use any browser other than Google Chrome.

Do not enter single quote, & in any field.

Queries:

1) My Site is not opening? I am unable to Login

Answer: **Please ensure to use Google Chrome browser for filling up the form.**

2) I am unable to modify?

Answer: **Please ensure that the pop up blocker is turned off; ensure that the User ID and Password has been recorded correctly by you.**

3) I cannot take print after fill up.

Answer: **Print can only be taken after final submission of the last step. If you have not taken print out then complete the application and after final submission you can take print out. You can reprint the application after final submission from print menu of the home page.**

4) I am not getting Acknowledgement.

Answer: **Printout in itself is the acknowledgement.**

5) Not allowing to apply for having done concurrent audit for 3 years.

Answer: **If you have done the audit for any branch continuously for 3 years i.e., for audit year 2020-21, 2021-2022 and 2022-2023 then there will be one year of cooling period.**

6) Not able to do the final submission.

Answer: **For Ex-UCO Staff, at the time of final submission, you have to put the OTP (One Time Password) given on the registered mobile number. Otherwise application will not be submitted.**



NOTE: For any query on submission of online application email to hodit.conaudit@ucobank.co.in .

Please furnish your Mobile No. in the query request for resolution of issue.

Application number will be in number only and of 13 digits.

Format of Application No. – ddmmyyyyxxxxx where x indicates digit
e.g. 1909202379382

