

User Manual

How to Withdraw from Freelance Product (Directed Transport Track)



Content Table

Introduction	3
Withdrawing from the Freelance Support Product (Directed Transport Track)	5

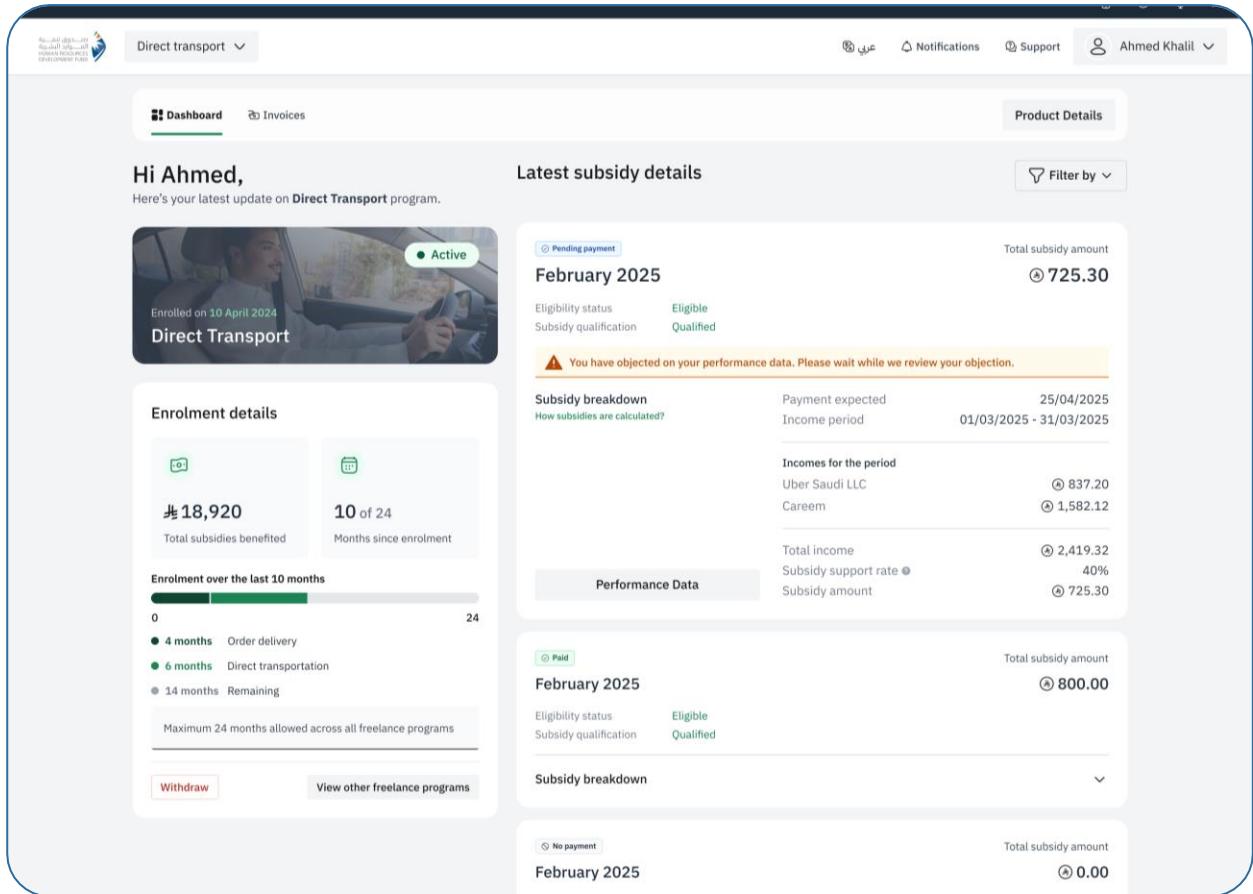
Introduction

Introduction

An e-service that allows the beneficiary to withdraw from the Freelance Program (Directed Transport Track). The withdrawal request cannot be submitted more than once within 60 days for the tracks of the Freelance Support Product.

Withdrawing from the Freelance Support Product (Directed Transport Track)

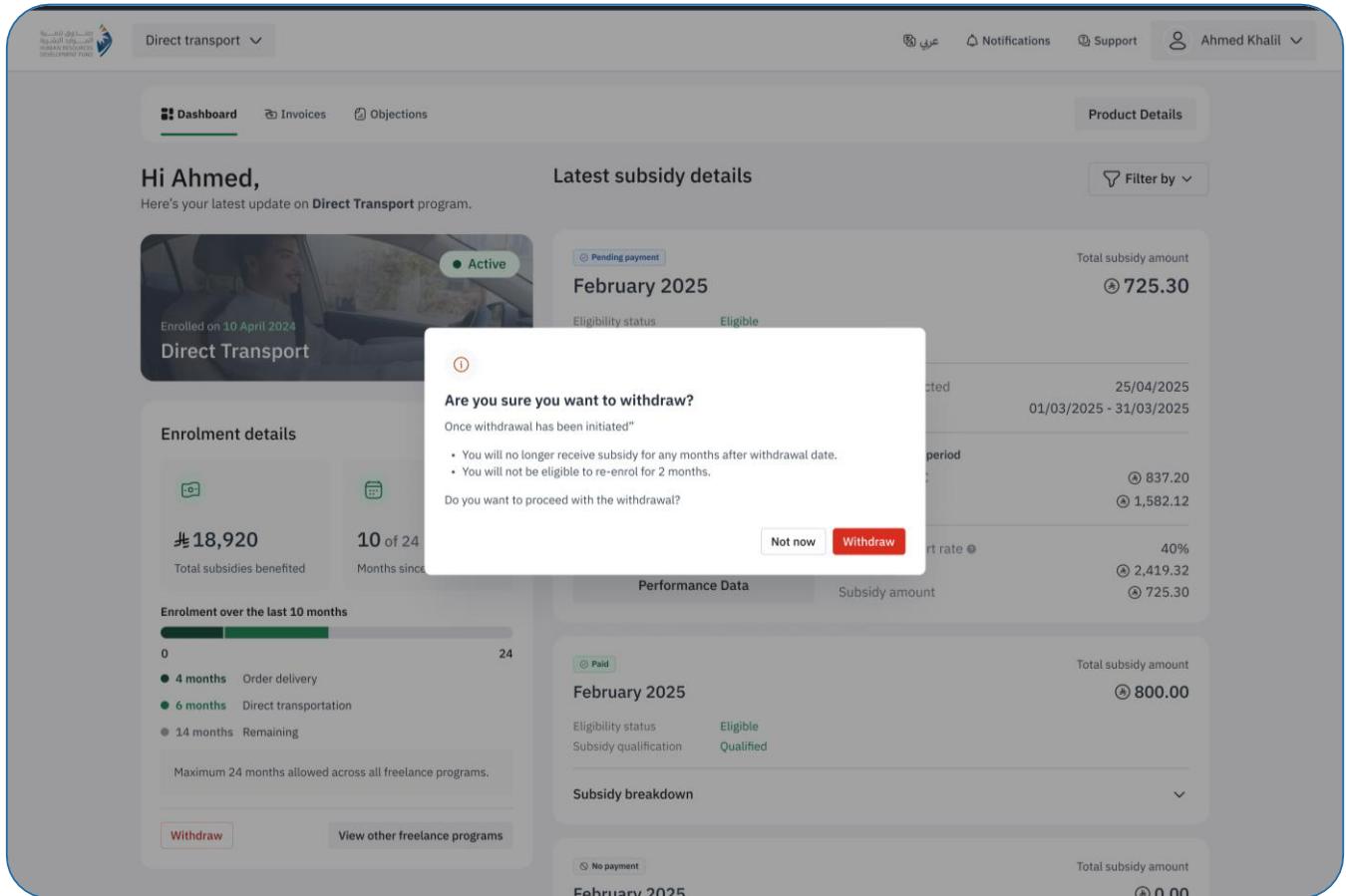
Withdrawing from the Freelance Support Product- Directed Transport Track



The screenshot shows the Direct Transport product dashboard. At the top, it says "Direct transport" and "Active". The user profile is "Ahmed Khalil". The main area displays "Latest subsidy details" for February 2025, showing a total subsidy amount of 725.30 SAR. It includes sections for "Subsidy breakdown" and "Performance Data". A warning message states: "⚠ You have objected on your performance data. Please wait while we review your objection." Below this, there's a "Withdraw" button and a "View other freelance programs" link.

- The user can withdraw from the track by selecting the “Withdraw from Track” option on the homepage.

Withdrawing from the Freelance Support Product- Directed Transport Track



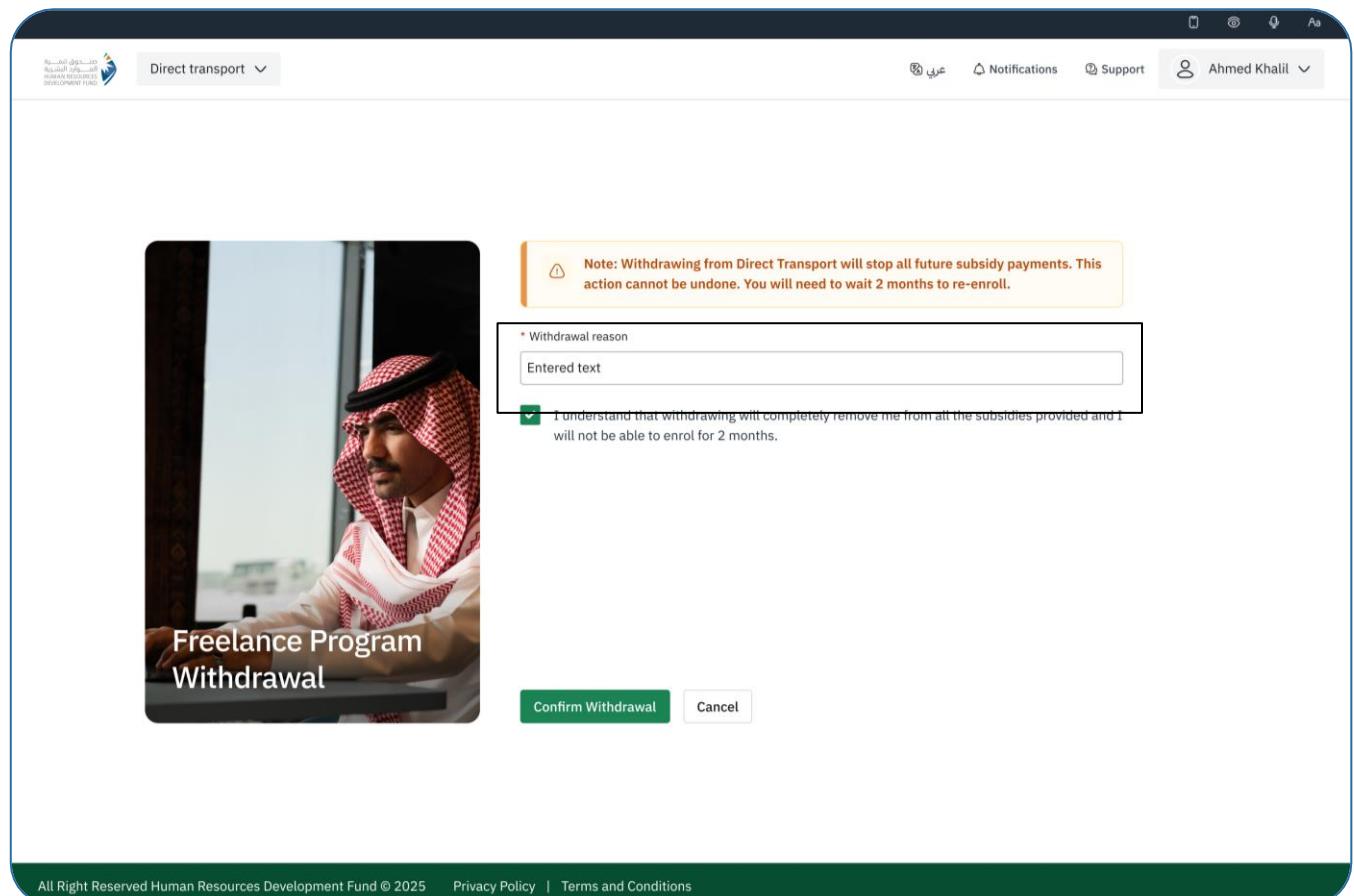
The screenshot shows the Direct Transport program dashboard. At the top, it displays "Latest subsidy details" for February 2025, showing a total subsidy amount of 725.30. Below this, there's a prominent orange warning dialog box asking if the user is sure they want to withdraw. The dialog lists two consequences: not receiving subsidy after withdrawal and being ineligible for re-enrollment for two months. It includes "Not now" and "Withdraw" buttons. The main dashboard background shows enrollment details, performance data, and other subsidy periods.

Upon selecting “Withdraw from Track,” a notification window will appear to confirm the user’s intent to withdraw. The message will clarify that:

- No support will be provided for any months following the withdrawal date.
- Registration in any Freelance Support tracks will be unavailable for two months from the withdrawal date.

The user can confirm the withdrawal by selecting “Withdraw.”

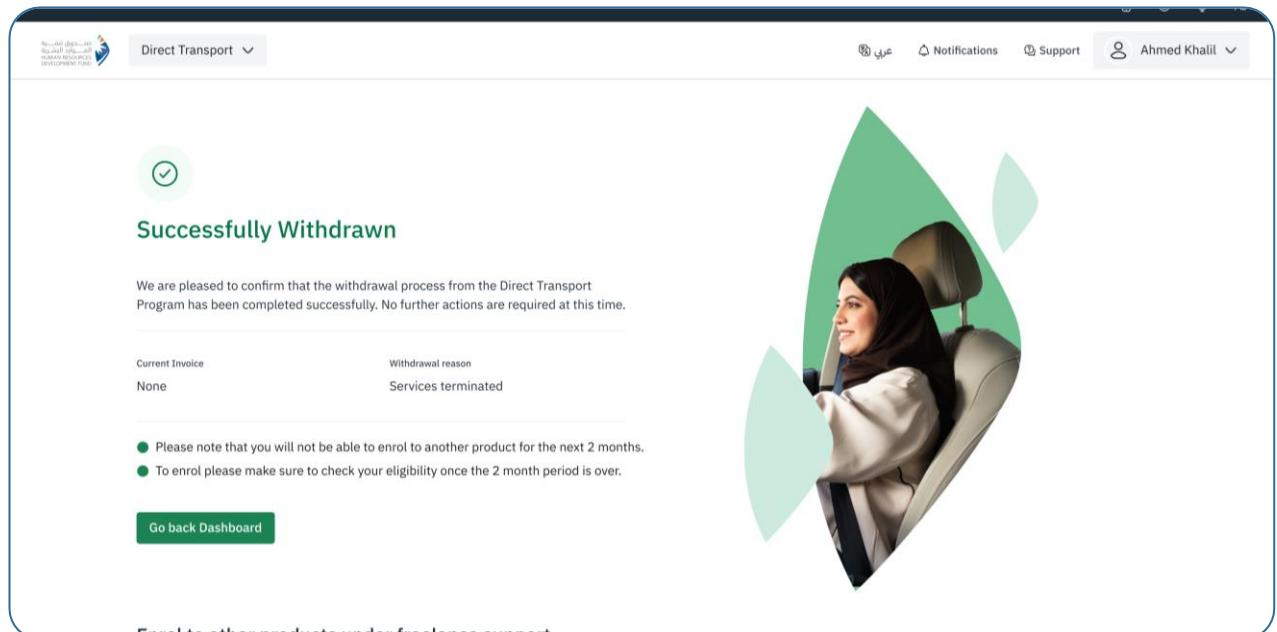
Withdrawing from the Freelance Support Product- Directed Transport Track



All Right Reserved Human Resources Development Fund © 2025 [Privacy Policy](#) | [Terms and Conditions](#)

- The system will then redirect the user to a new page to specify the reason for withdrawal and agree to the declaration. After completing these steps, the user confirms the withdrawal by selecting "Confirm Withdrawal."

Withdrawing from the Freelance Support Product- Directed Transport Track



The screenshot shows a digital interface for withdrawing from a product. At the top, there's a navigation bar with icons for Arabic, Notifications, Support, and a user profile for 'Ahmed Khalil'. Below the navigation, a green checkmark icon indicates success. The main message reads 'Successfully Withdrawn'. A note below states: 'We are pleased to confirm that the withdrawal process from the Direct Transport Program has been completed successfully. No further actions are required at this time.' A table provides details: 'Current Invoice' is 'None' and 'Withdrawal reason' is 'Services terminated'. Two bullet points provide instructions: 'Please note that you will not be able to enrol to another product for the next 2 months.' and 'To enrol please make sure to check your eligibility once the 2 month period is over.' At the bottom left is a 'Go back Dashboard' button, and at the bottom center is a link 'Enrol to other products under freelance support'.

- ▶ A new screen will appear confirming that the withdrawal process has been completed successfully.

