

User Manual

How to Withdraw from Freelance Product (Directed Transport Track)



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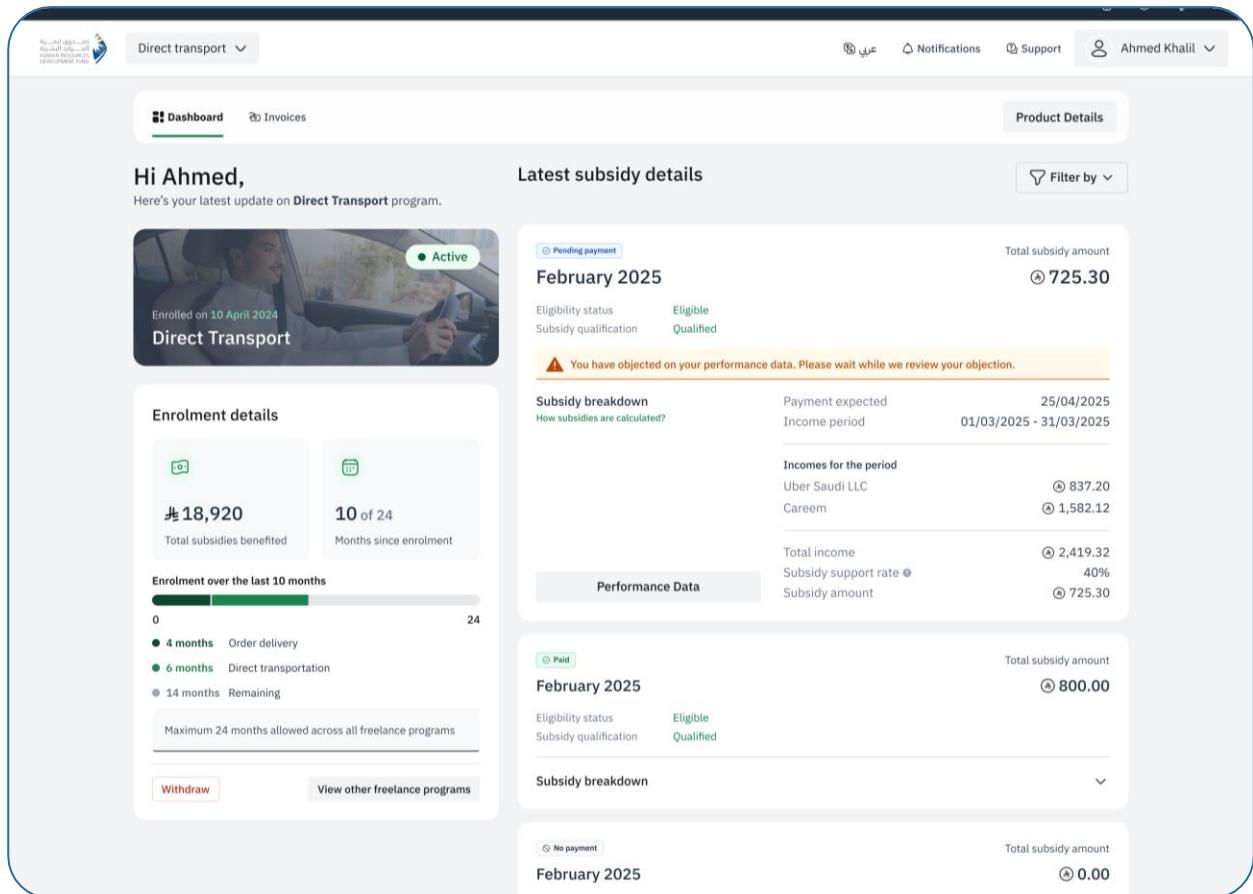
Introduction

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)

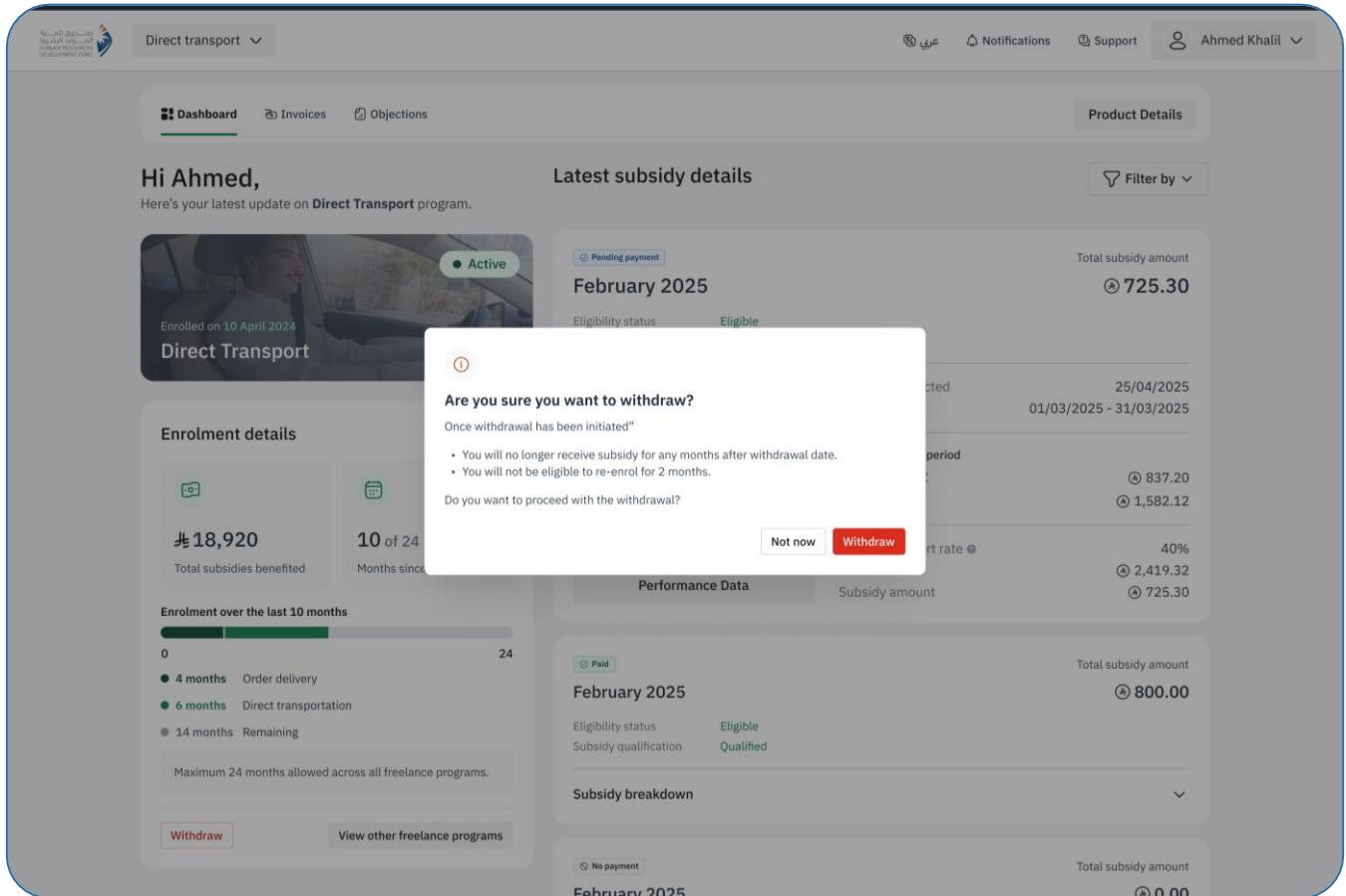
Withdrawing from the Freelance Support Product- Directed Transport Track



The screenshot shows the HRDF Direct Transport dashboard. At the top, it says "Direct transport" and "Active". The user is Ahmed Khalil. The dashboard includes sections for "Latest subsidy details" (February 2025, pending payment, total subsidy amount 725.30, eligible, qualified, warning about objection), "Enrolment details" (18,920 subsidies, 10 of 24 months since enrolment, 24 months allowed), "Performance Data" (February 2025, paid, total subsidy amount 800.00, eligible, qualified), and "Subsidy breakdown" (February 2025, no payment, total subsidy amount 0.00). At the bottom, there are "Withdraw" and "View other freelance programs" buttons.

- 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



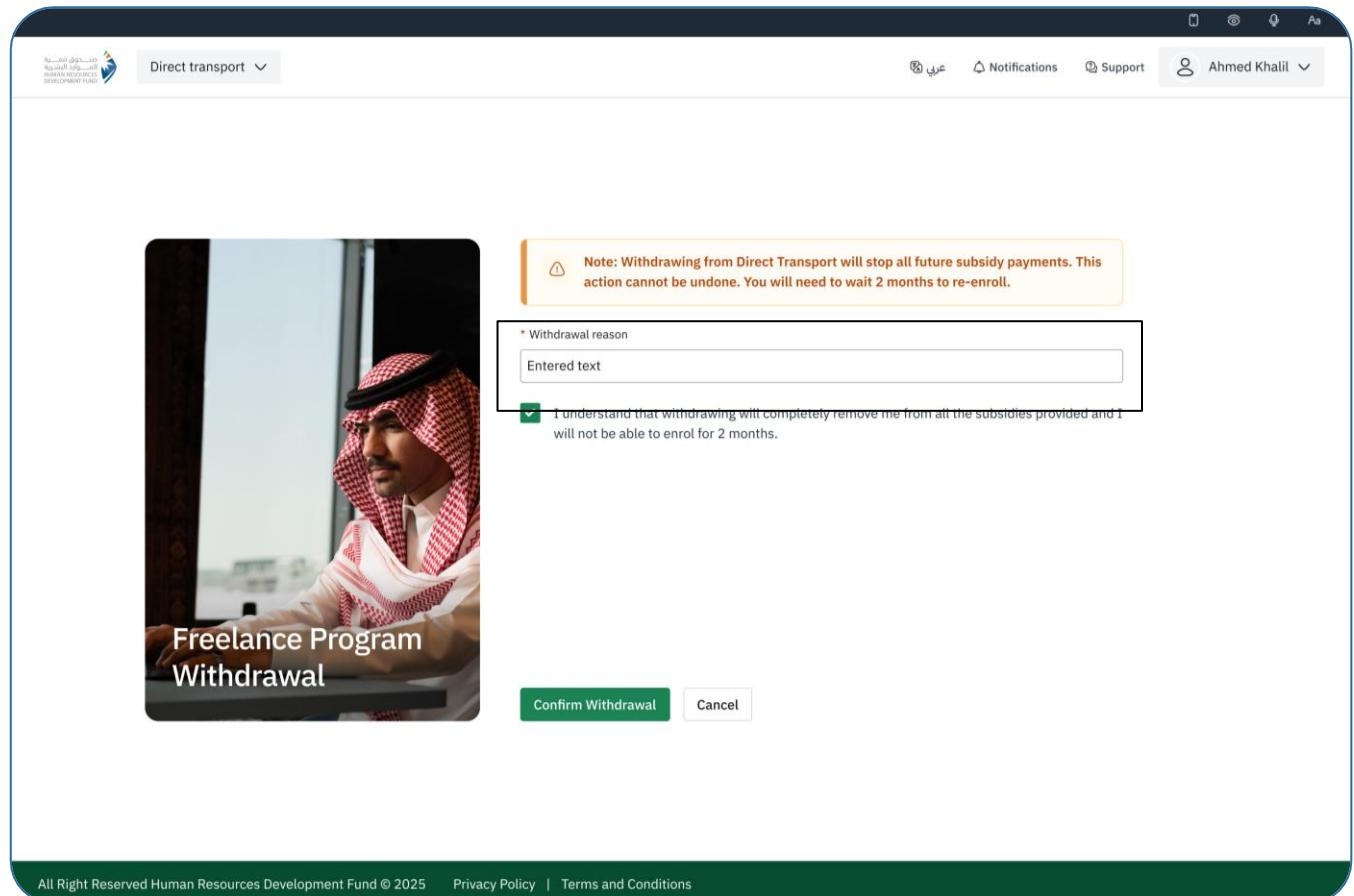
The screenshot shows the 'Direct transport' program dashboard. At the top, there are navigation links for 'Dashboard', 'Invoices', and 'Objections', along with 'Notifications', 'Support', and a user profile for 'Ahmed Khalil'. The main area displays 'Latest subsidy details' for February 2025, showing a total subsidy amount of 725.30. A modal dialog box is open, asking 'Are you sure you want to withdraw?' It explains that once withdrawal is initiated, the user will no longer receive subsidy for any months after the withdrawal date and will not be eligible to re-enroll for 2 months. The dialog includes 'Not now' and 'Withdraw' buttons. The background shows enrollment details, performance data, and subsidy breakdowns for other months.

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



- 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



Direct Transport 

Notifications 

Support 

Ahmed Khalil 

 Successfully Withdrawn

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.

Current Invoice	Withdrawal reason
None	Services terminated

 Please note that you will not be able to enrol to another product for the next 2 months.
 To enrol please make sure to check your eligibility once the 2 month period is over.

[Go back Dashboard](#)

[Enrol to other products under freelance support](#)

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

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