

User Manual

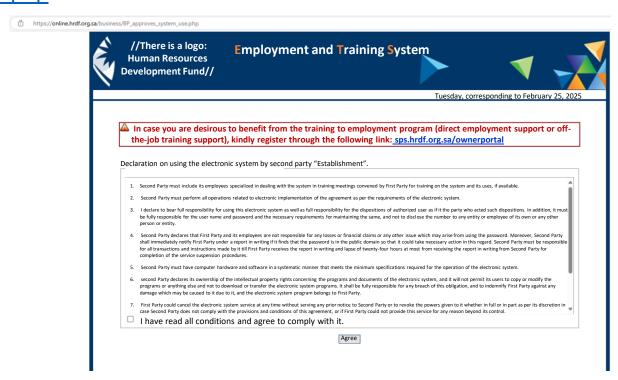
For accreditation of a new training entity for support product of the strategic partnerships institutes



Accreditation of new training entity for support product of strategic partnerships institutes

1. Register the establishment through the following link:

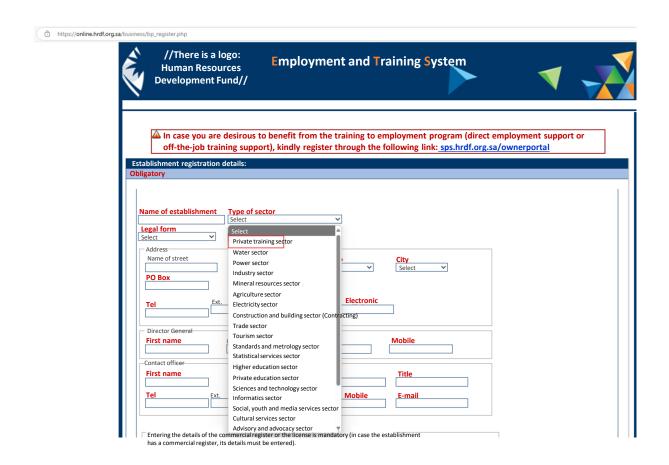
https://online.hrdf.org.sa/business/BP_approves_system_us e.php



- The system will display the "Conditions" to the user in order to agree on it by the user through clicking "I have read all conditions and agree to comply with it" as indicated above.
- To continue, the user clicks "Agree" as indicated above.





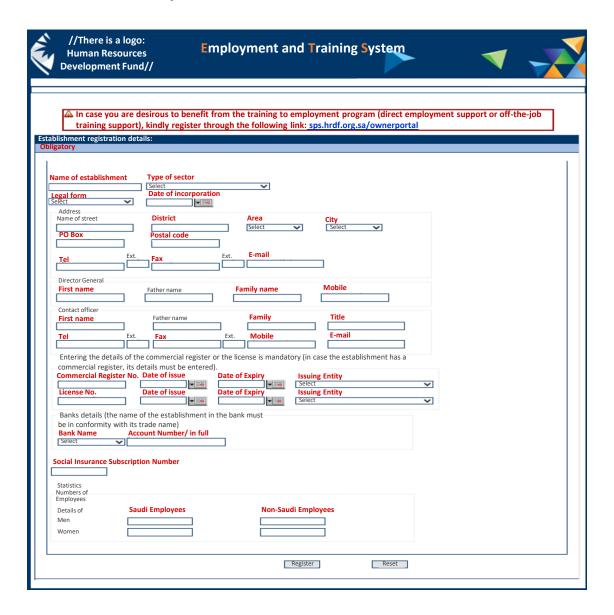


The system will display all fields to be filled in by the user such as "name of establishment- type of sector" and other fields, noting that the selected type of sector must be private training sector.





3. Fill in the required fields.



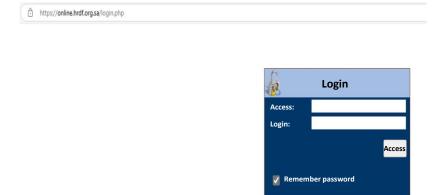
- The system will display all fields to be filled in by the user such as "License No." and other fields.
- After completing all fields, the user clicks "Register" to complete the registration in the Employment and Training System.



Accreditation of training program for support product of strategic partnerships institutes

1. Login to the establishment through the following link:

https://online.hrdf.org.sa/login.php



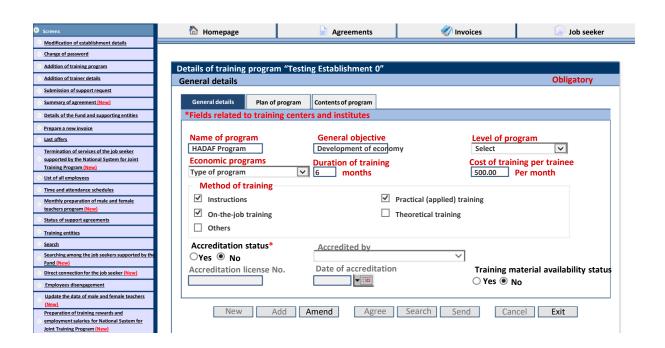




2. Addition of new training program

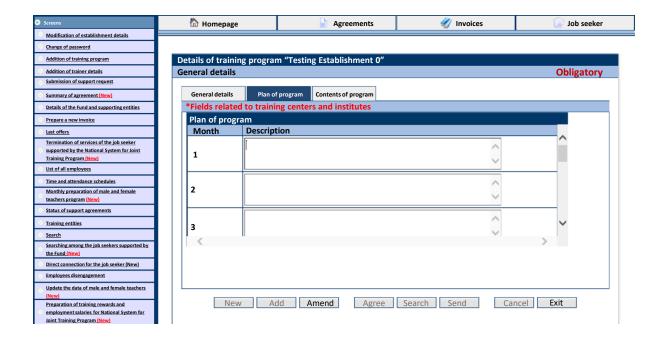


3. Fill in the required fields





4. Fill in the plan of program (Description)



5. Fill in the contents of program

