



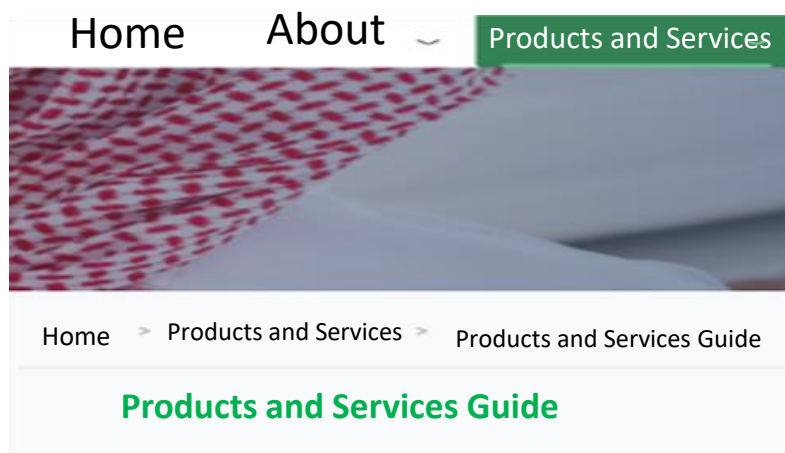
# User Manual

For Suspend from Job Search  
Subsidy Program

## Suspend from Job Search Subsidy Program

Access the Human Resources Development Fund (HRDF) Website.

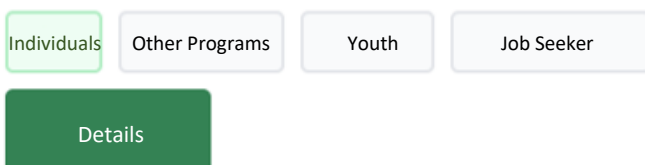
The user selects “Products and Services” from the top menu, then “Products and Services Guide”.



The user clicks "Details" to Suspend from the Job Search Subsidy Program.

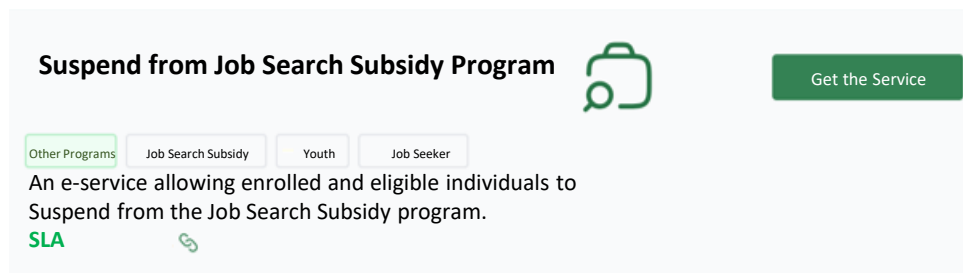


### Suspend from Job Search Subsidy

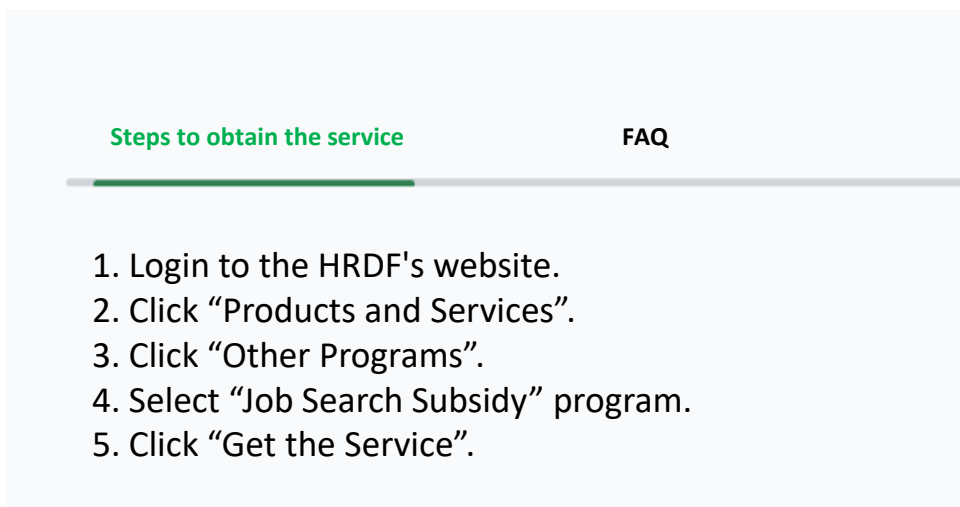


## Suspend from Job Search Subsidy Program

Access the page, select “Product Services”, and click “Get the Service” to suspend the service.




At the bottom of the page, the user can review the steps required to obtain the service.



## Suspend from Job Search Subsidy Program

At the bottom of the page, the user can review the FAQ.

### Suspend from Job Search Subsidy Program




Other Programs

Job Search Subsidy

Youth

Job Seeker

An e-service allowing enrolled and eligible individuals to Suspend from the Job Search Subsidy program.

[SLA](#) 

Steps to obtain the service

[FAQ](#)

#### What does the following status mean in the program?

Withdrawn: The enrolled or qualified person has withdrawn from the program, and they cannot reapply until two months have passed from the date of withdrawal.


#### I want to withdraw from the Job Search Subsidy Program, what is the required procedure?

Upon withdrawing from the Job Search Subsidy Program, how long must the beneficiary wait to reapply for the program?

## Suspend from Job Search Subsidy Program


The user can suspend the Job Search Subsidy program by clicking “Get the Service”.

### Suspend from Job Search Subsidy Program



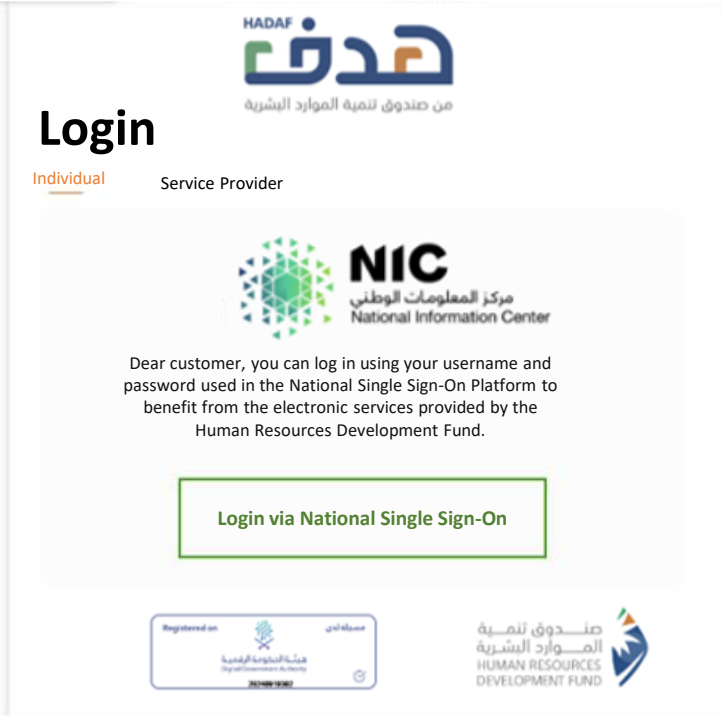
[Other Programs](#) [Job Search Subsidy](#) [Youth](#) [Job Seeker](#)

An e-service allowing enrolled and eligible individuals to Suspend from the Job Search Subsidy program.

**SLA** 

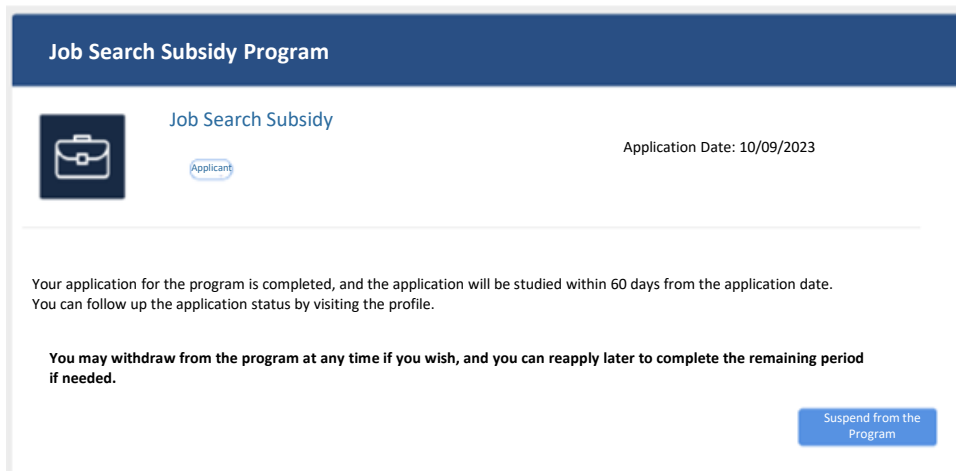
[Get the Service](#)

The system redirects the user to the National Single Sign-On page on the Electronic Services Platform.



## Suspend from Job Search Subsidy Program

1. After logging in to the Electronic Service Platform, the user selects our programs, and then selects “applicant” or “eligible”.
2. The system displays the programs the applicant has applied for.
3. The user selects the Job Search Subsidy Program.
4. The system displays the Job Search Subsidy Program.



The screenshot shows a web interface for the 'Job Search Subsidy Program'. At the top, there's a dark blue header with the program name. Below it, on the left, is a briefcase icon and the text 'Job Search Subsidy' with a small 'Applicant' tag. On the right, it says 'Application Date: 10/09/2023'. The main content area contains a message: 'Your application for the program is completed, and the application will be studied within 60 days from the application date. You can follow up the application status by visiting the profile.' Below this, it states: 'You may withdraw from the program at any time if you wish, and you can reapply later to complete the remaining period if needed.' At the bottom right, there is a blue button labeled 'Suspend from the Program'.

5. The user selects to withdraw from the program.
6. The system displays the message confirming suspension from the program.
7. The user selects “Yes” if he desires to withdraw from the program.
8. The system sends a verification code to the user’s mobile.

## Suspend from Job Search Subsidy Program

### Job Search Subsidy

Applicant

Your application for the program is completed, and the application will be studied within 60 days from the application date. You can follow up the application status by visiting the profile.

You may withdraw from the program at any time if you wish, and you can reapply later to complete the remaining period if needed.

Verification Code

You select to suspend the job search subsidy program. Please enter the verification code sent to the mobile: 056\*\*\*\*0000.

Resend

You can resend the on-time password after 4:30 minutes/ seconds.

Close

Send

Suspend from the Program

9. The user selects “Send the Code”

10. The user withdraws from the program.



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